



THE BHARAT SCOUTS AND GUIDES

Creating - Better India

TOWARDS

RASHTRAPATI GUIDE

(GIRL GUIDING IN INDIA)



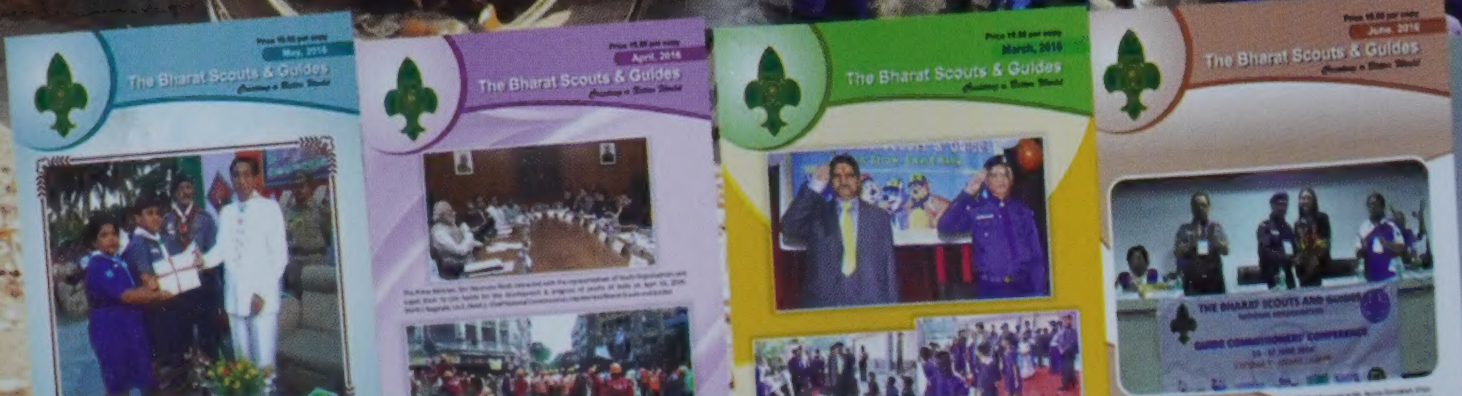
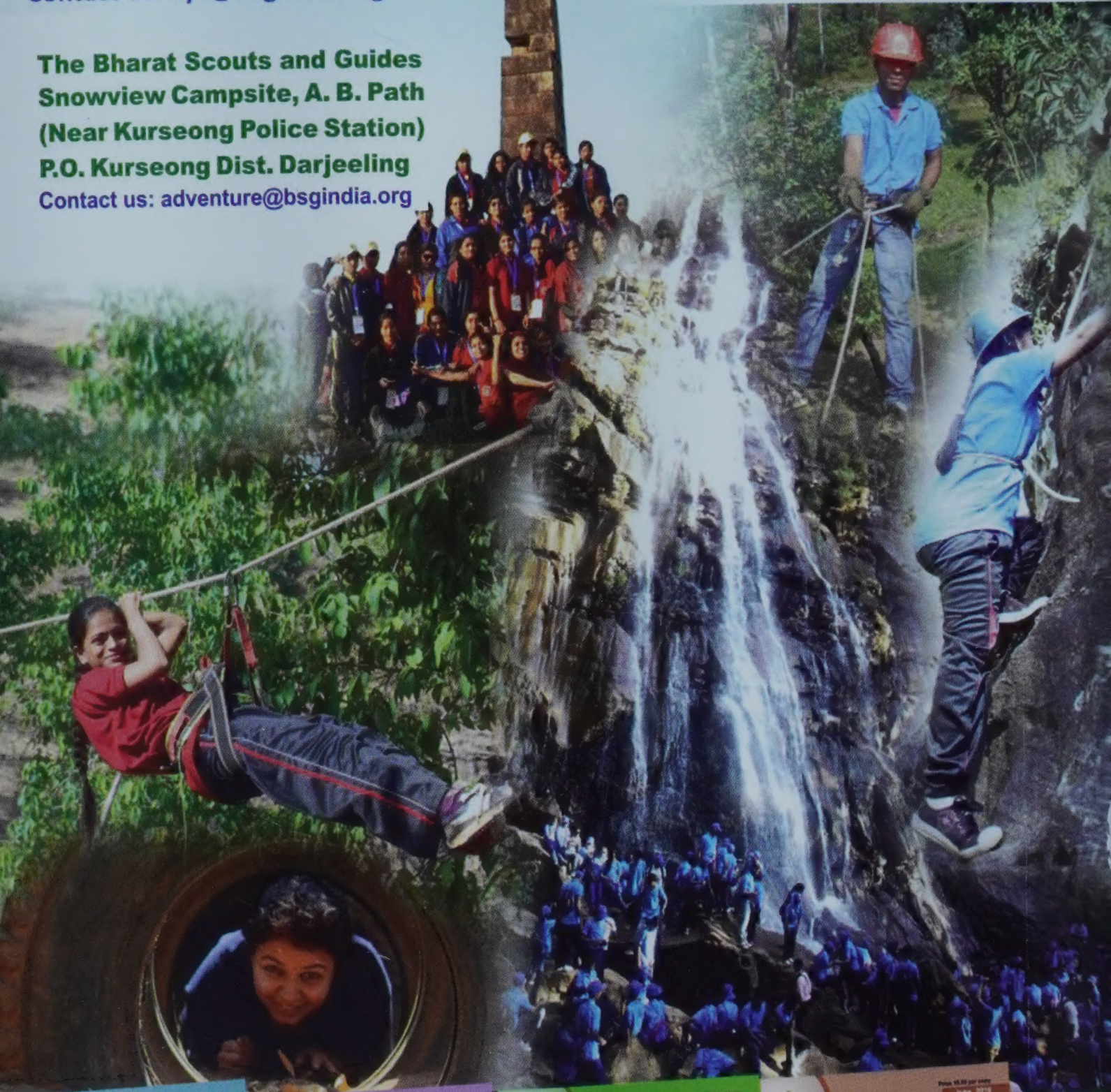
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TOWARDS RASHTRAPATI GUIDE (GIRL GUIDING IN INDIA)



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FOREWORD



A "Girl Guiding in India" book was the initiative of Late Mrs. Lakshmi Mazumdar, Former National Commissioner in which the syllabus of guide advancement was given with some of the detailed activities. In 2015, the whole syllabus was changed hence the need of revising the book arises. The task was taken by the professionals and a new

look with all the latest information as per revised syllabus upto Rashtrapati Guide was brought.

The book "Towards Rashtrapati Guide" has been designed and filled up with new and updated information which will be very useful to our young girls to complete the syllabus with full of knowledge and skills.

I must give thanks from my core of heart to Mrs. Alamelu, Former Jt. Director and Ms. P. Saroja, former Director of the Bharat Scouts and Guides who contributed their energy and time along with the professionals and completed this task.

Best of luck and happy Sisterhood in the open air.

A handwritten signature in blue ink, appearing to read 'Dr. K.K. Khandelwal'.

**Dr. K.K. KHANDELWAL, IAS (RETD.)
CHIEF NATIONAL COMMISSIONER**



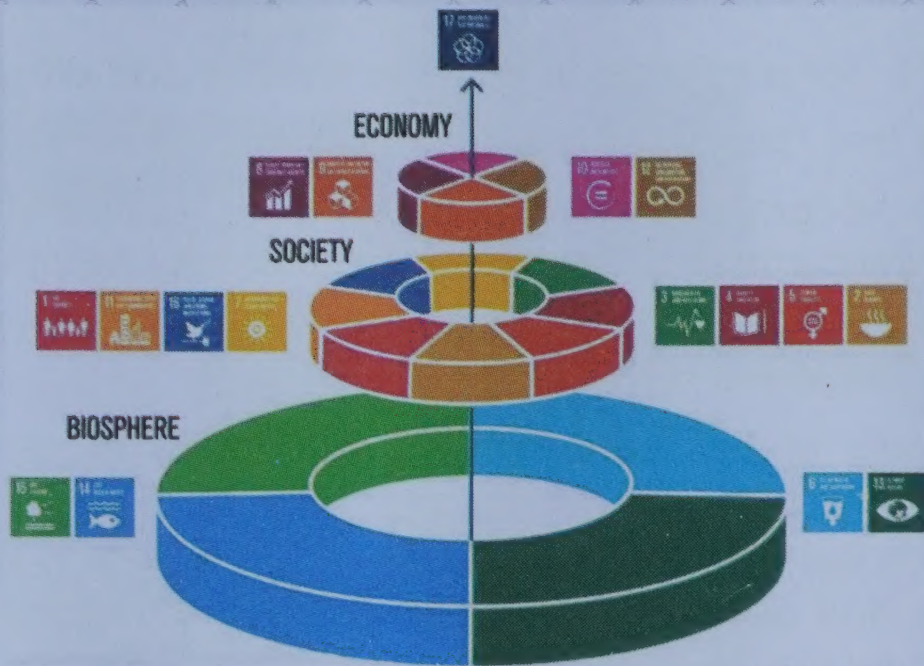
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"Be the Change"

The 17 sustainable development goals (SDGs) to transform our world :



- Goal 1 : No Poverty
- Goal 2 : Zero Hunger
- Goal 3 : Good Health and Well-being
- Goal 4 : Quality Education
- Goal 5 : Gender Equality
- Goal 6 : Clean Water and Sanitation
- Goal 7 : Affordable and Clean Energy
- Goal 8 : Decent Work and Economic Growth
- Goal 9 : Industry, Innovation and Infrastructure
- Goal 10 : Reduced Inequality
- Goal 11 : Sustainable Cities and Communities
- Goal 12 : Responsible Consumption and Production
- Goal 13 : Climate Action
- Goal 14 : Life Below Water
- Goal 15 : Life on Land
- Goal 16 : Peace and Justice Strong Institutions
- Goal 17 : Partnerships to achieve the Goal



Programme Ideals

By the time a girl completes the full course of the Guide Programme,

she will be able to:

1. develop her character to become healthy and efficient.
2. accept and follow the rudiments of good citizenship.
3. undertake practices and improve skills essential to become self-reliant and prepare her to use them for helping others.
4. undertake collective activities and challenges, which contribute for her all round development.
5. be aware of her potential and use them in service to the community.
6. improve her skills of observation to appreciate the wonders of nature and develop a sense of expressing reverence towards nature by nurturing it.
7. make things useful for others.
8. realize that public property is her property as well and attempt to look after it.
9. identify herself as an integral part of her community and realize her duty to country.
10. improve future guiding skills to undertake adventurous activities and develop love for adventure.
11. understand our national heritage and culture and determine to keep them up.
12. undertake individual and collective practices to conserve natural resources and prepare to educate others in this respect.
13. develop the qualities of a dynamic leader and participate doing her best effectively in all leadership opportunities made available to her.
14. study about her country and people and contribute for the cause of national integration.

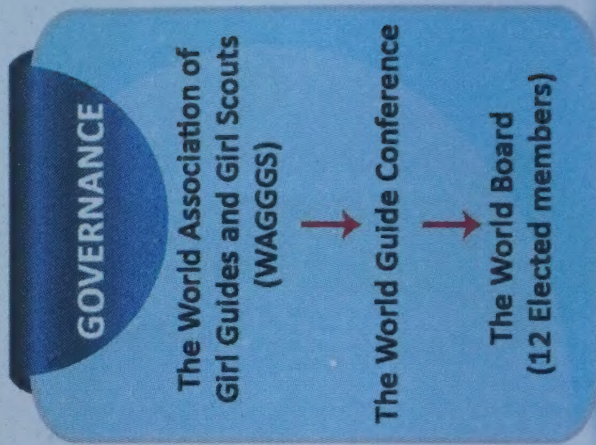




World Association of Girl Guides and Girl Scouts (WAGGGS)

WAGGGS - Central Office
World Bureau,
Olive Centre,
12c Lyndhurst Road,
London NW3 5PQ, England

WAGGGS with 10 million* members with
146 countries across the world.



Our World Centres

- Kusafiri : Africa (2010)
- Our Chalet : Switzerland (1932)
- Our Cabana : Morelos, Mexico (1957)
- Pax Lodge : London, UK (1991)
- Sangam : Pune, INDIA (1966)
- World Centre

PRAVESH REQUIREMENTS

(As per APRO Part - III):

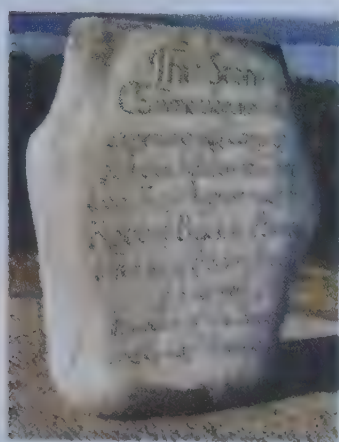


- a) (i) A Guide Guide Aspirant must have Holistic knowledge of the movement.
- (ii) Have brief information of the origin of Guiding along with definition, purpose principles and methods of the Bharat Scouts and Guides.
- b) Guide Promise and Law.
- c) Guide Motto, Sign, Salute and Left Hand Shake.
- d) Daily Good Turn at home and maintain a diary at least for a month.
- e) Know the parts of Guide Uniform and how to wear it.
- f) Know the composition and significance of the National Flag, the Bharat Scouts and Guides Flag and the World Guide Flag and the Flag Etiquette
- g) Sing correctly National Anthem, Bharat Scouts and Guides Prayer and Flag Songs. Know the composer, duration and meaning of the songs.
- h) Attend atleast four Company meetings.
- i) Undertake a four hour purposeful outing with her patrol.

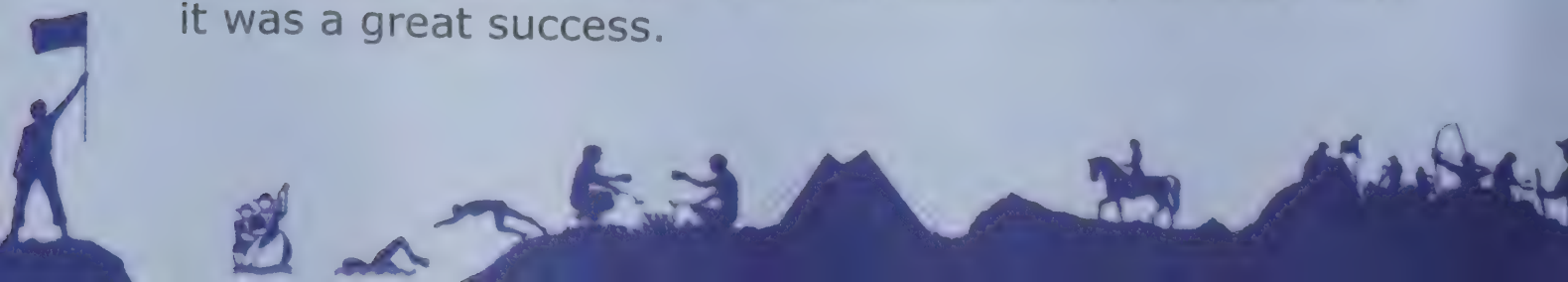
History of Guiding

Brief Life Story of Lord & Lady Baden-Powell

The Founder of our Movement, Robert Stephenson Smyth Baden-Powell was born in London, England on 22 February, 1857. As a child Baden-Powell was very adventurous. His father died when B.P. was just about three years old, leaving behind his mother with seven children all under the age of fourteen years. B.P. completed his graduation from Charterhouse School in London. At the age of nineteen he got a chance to go to India as a Sub-Lieutenant. Later he was selected as the Captain of the Military Services at the age of twenty-six. In 1887 at the age of thirty B.P. was asked to go to Africa to fight against the Zulus of the Ashanti Tribes. The natives were scared of him of much that they called him 'IMPEESA' meaning 'The wolf that never sleeps'. In 1899 B.P. had risen to the post of Colonel and then finally to Major General.



After his long journey in the Military Service B.P. returned to England from South Africa in 1901, and wrote a book, 'Aids to Scouting' which was later used as a textbook in boy schools. Slowly and carefully B.P. developed the idea of Scouting. He collected a group of twenty boys and took them to the Brown Sea Island in the English Channel for a camp. This was the first experimental camp in 1907 and it was a great success.

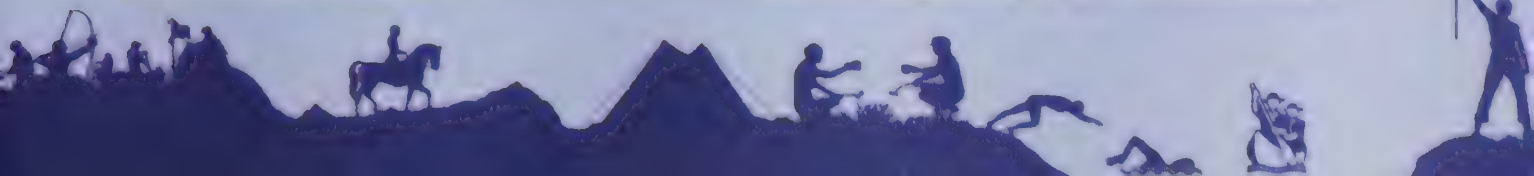


B.P. was a great artist and a thinker ahead of his time. In 1908 he brought out in six fortnightly parts, his handbook on training called, 'Scouting for Boys' which was also illustrated by him. Scouting began to grow and many Scout troops started mushroom in all over the world. In 1909, Scouts had their first rally at Crystal Palace, where girls also marched in uninvited, dressed in their brothers' uniforms and demanded to be inspected by B.P. Until then B.P. did not have the idea of having any sort of Movement for the girls, and told them that this movement was not meant for them. But the girls refused to return back and B.P. could not allow them to be Scouts. So he organized them into a sister Movement and called them 'Girl Guides' and asked his sister, Agnes to take over, as being a woman would be able to understand the psychology of the girls much better. These girls were the first Advocates



of Guides. They said we also want this activity. Later Agnes wrote a book, 'How Girls Can Help The Empire', adapted from, 'Scouting For Boys'. Lord B.P. got married in 1912 to Olave St. Clare Soames, who was born on 22nd February, 1889. There was a difference of thirty-two years between Lord and Lady Baden Powell.

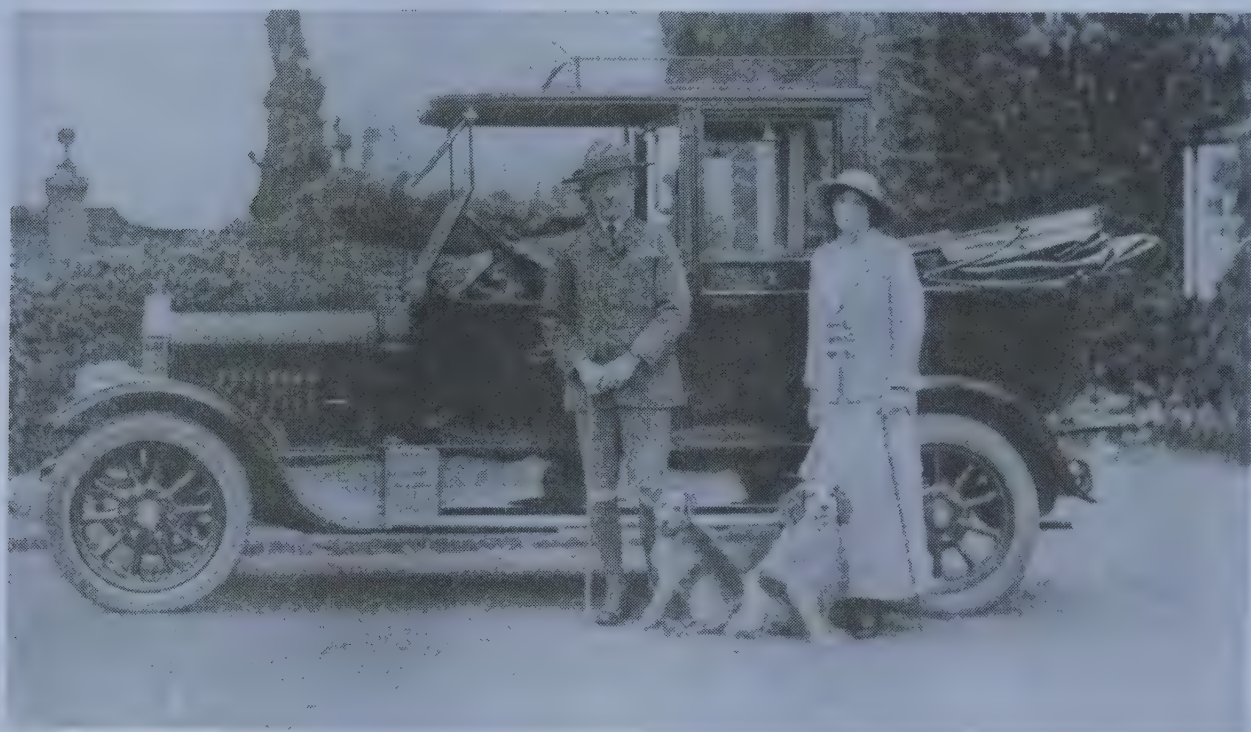
In 1911 Girl Guiding came to India for the first time, and it was started by Dr. Cullen in Jabalpur. The Indian girls were not allowed to join the group as it was meant only for the British and the Anglo-Indian girls. The first



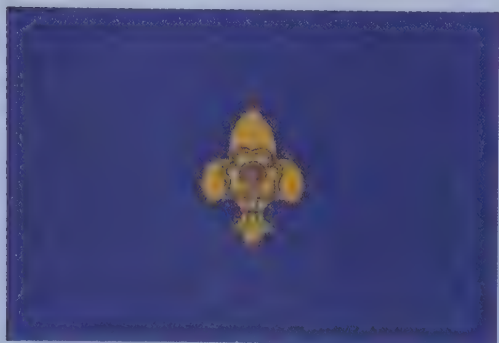
Guide Company for Indian girls was started in Pune in 1916.

In 1918 Lady Olave Baden Powell became the 'Chief Guide' for Britain. On 6th August, 1920, Lord B.-P. was proclaimed the 'World Chief Scout'. It was the same year that The first International Conference was held. In 1930, the World Guide Flag was adopted and Lady B.P. was made the 'World Chief Guide'. When B.P. turned eighty he returned to Africa with his beloved wife. Four years later, B.P. died on 8th January, 1941. The last service that he rendered to our Movement was his book, 'Girl Guiding' written in 1918.

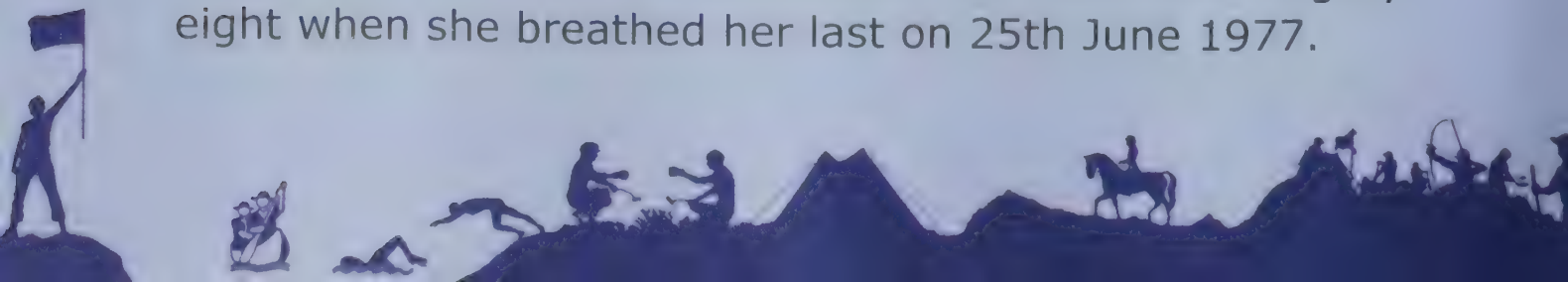
On 7th November 1950 "The Bharat Scouts and



Guides" was formed and on 15th August 1951 the Girl Guides Association merged with "The Bharat Scouts and Guides". India was the only country where Scouts and Guides have a common Flag.



Lady B.P. served the Movement till she was eighty eight when she breathed her last on 25th June 1977.



Today we have this wonderful Guiding Game which started in 1909 by the girls themselves. 22nd February is celebrated as 'World Thinking Day' and 'Founders' Day' all over the world as it represents the joint birthday of Lord and Lady Baden Powell.



ORIGIN OF GUIDING

Lord Robert Stephenson Smyth Baden-Powell (1857-1941) conducted an experimental camp in 1907 with 20 boys on Brown Sea Island in England to test his ideas of Scouting. After the great success of this camp, Lord B.P. was very much encouraged. He wrote and published a book "Scouting for Boys" in 1908 in which he gave a programme of ideas and activities for boys-all in the form of 'Yarns' or stories.



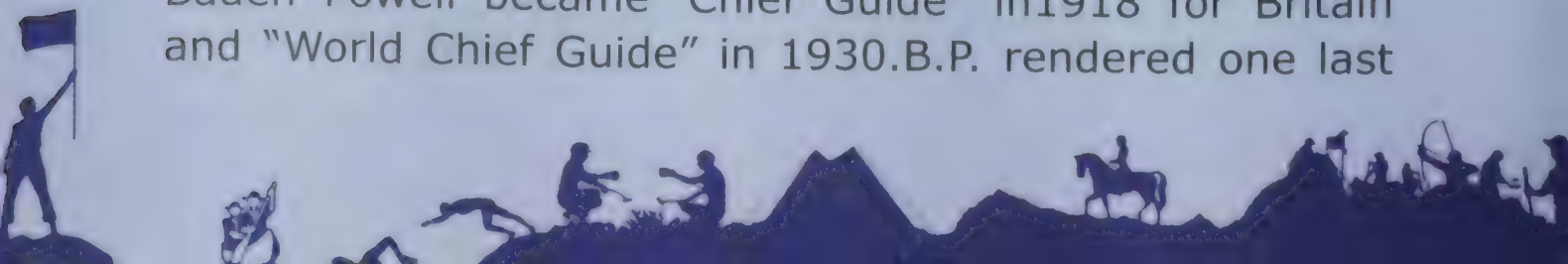
"Scouting for Boys", however was not confined exclusively for boys. Their sisters read the book with equal interest. It opened up new and appealing vistas to these young female Edwardians, a vision of life where women could face the world on equal terms with men, where they would be trained and equipped to cope with whatever emergencies might arise. The idea chimed in perfect tune with the growing demand of women's emancipation from suffrage. There was nothing at all for girls to do in the Edwardian era except wait to be married. They had no freedom/nor training for life, little education compared with youth needle work, painting and music were almost the only activities considered suitable for young ladies. Now, after centuries as second class citizens, women were beginning to dream of freedom and equality with men. "Scouting for Boys" turned that dream into reality for at least a few girls in 1908.



Soon there were little groups of unofficial "Girl Guides" started with such unsuitable Patrol names as 'Wildcats' or 'Nighthawk'. In an effort to copy the Scouts, they marched around, festooned with water bottles and whistles, their haversacks bulging with bandages, hoping to find some injured person on whom they could practise their newly acquired skills.

When the Scouts held their first big rally at the Crystal Palace in 1909 eleven 'Girl Scouts' turned up and demanded to be inspected by Baden Powell. He had to do something for them. He could not allow them to be Scouts. That would have scandalised the parents and disgusted the boys. So he decided to organise them into a sister Movement which he called 'Girls Scouts' and he asked his sister Agnes to run it. These girls were the first Advocates of Guides. They said we also want this activity. Agnes wrote a handbook adapted from Scouting For Boys which came out under the title 'How Girls Can Help the Empire'.

The best account of Guide origin however will be found in what Lord Baden-Powell once said to a group of Guiders "As a matter of fact, I did not think of Girl Scouts, I never really intended the Movement to be for girls, and I did not think they really cared for Scouting or would stick to it, the girls began it themselves. They came, without being invited, to the first rally of Boy Scouts which I held at the Crystal Palace in 1909 – queer, wild sort of people with their sleeves rolled up and their stockings rolled down, and bristling with equipment. The Scout Movement was so new and growing so fast at the time that we told them, as politely as we could, that the game was not for them, as they must run away and play at something else. They seemed to be rather determined. They must have a Movement of their own. In 1912 Lord B.P. married Miss Olave St. Clare Soames "Later Lord B.P.'s wife Olave Baden Powell became 'Chief Guide' in 1918 for Britain and "World Chief Guide" in 1930. B.P. rendered one last



service to the Girl Guide Movement. In February, 1918 he published GIRLGUIDING, a book setting a detailed Programme designed to meet the needs and aspirations of girls from nine to seventeen years of age.

The first World Jamboree took place in 1920, in Olympia, London with 8,000 participants, and proved that young people of many nations could come together to share common interests and ideals. B.P. was proclaimed as the Chief Scout of the world at this Jamboree. During



the Jamboree the first International Scout Conference was held with 33 National Scout Organizations represented. The Boy Scouts International Bureau was founded in London in 1920. As the Movement grew, expanded and spread to various countries around the world, the need was

felt to form a world body and it resulted in the formation of

World Organization

of the Scout Movement (WOSM) as well as the World Association of Girl Guides and Girl Scouts (WAGGGS).

(For more details refer in Milestone and A Dream Came True book of BSG.)





NAME "GUIDES" CAME FROM

The Guides are a famous military corps belonging to the Frontier Force, and their story is full of the most stirring tales. The regiment was raised more than a hundred years ago by an officer of the East India Company, and as it was intended for the most strenuous services, only the bravest and strongest of the border tribesmen were recruited in its ranks. These men were trained for fighting under any conditions on foot or on horseback, in the Mountain or on the plains. They had to make roads or build bridges across the rivers if they were too deep. They had to be ready to sacrifice their lives, so that besides protection of the Frontier Force, India might live free from the fear of the Northern raiders. In short, they were Pioneers.

A Guide learns to live in the open as the Royal women used to live, when they followed the Hordo in Central Asia. In camp she learns to use her eyes and ears so as to discover the secrets of the woods and fields. She listens to the ancient tales of saints and warriors till they make her long to find adventure for herself. For the Guide friendliness and happiness will become habits, as she trains herself to be able to do her duty at home first and then to the country. To this end, she learns to cook and sew, to tend the sick and nurse the child, and to keep healthy. She learns all about her town and her country, about the people who live in it and the way it is governed so that she may know how best to serve them.



AIMS

In the words of the Chief Scout, the aim of Girl Guiding is "Character development towards happy citizenship, through natural rather than artificial means".

CHARACTER is largely a matter of environment and training and later on of experience. As a rule the Mother's influence gives the first impetus to character but a mother cannot give what she herself does not possess unless she possesses character of a high quality to develop it in her children.

HANDICRAFTS appeal to all young people, for everyone has the desire to create new things. We, in the Guide Movement, have ample opportunities to help to develop talent and skill in using own fingers and to enjoy the doing of it.

HEALTH to-day we find an appalling death rate among our women and children. Lack of nourishment, life under poor and unclean conditions, the neglect of simple remedies and of proper treatment in case of illness, all help to bring untold suffering, blindness and disease to the people. This can and must be prevented. Through training, Guides can do a lot towards improving their own health and spreading health knowledge among others. Thus they can be of real use in building up happier and healthier generations.

SERVICE - The word "Service" conjures up much that is heroic and fine, but it is difficult in daily life to find the opportunity for the rendering of great services, and we tend to comfort ourselves with the hope that occasional assistance to others in such forms as perhaps accidental first aid, fulfils the obligation. But we need to remember that service is not merely a series of odd jobs but an attitude to life. If we analyse our Promise and Law carefully we find that every possible form of service is included and wended not go beyond our daily life to find the opportunity to give service gladly.





World Association of Girl Guides & Girl Scouts (WAGGGS)

Mission : *The mission of Guiding is to enable girls and young women to develop their fullest potential as responsible citizens of the world.*

Vision : *All girls are valued and take action to change the world placing girls and young women at the centre of all our work, at both regional and global level.*

Our Mission and Vision are at the heart of every decision we make and every action we take here at the World Association. Together, the Mission and Vision uphold the inherent values of the Girl Guiding and Girl Scouting Movement and ensure that the work we do; our educational materials, leadership and development programmes, and international campaigns, all contribute towards the building of a better future and achieving our Vision of a better and safer world for girls and young women.



ASIA PACIFIC REGION
WORLD ASSOCIATION
OF GIRL GUIDES
AND GIRL SCOUTS



AFRICA REGION
WORLD ASSOCIATION
OF GIRL GUIDES
AND GIRL SCOUTS



ARAB REGION
WORLD ASSOCIATION
OF GIRL GUIDES
AND GIRL SCOUTS



EUROPE REGION
WORLD ASSOCIATION
OF GIRL GUIDES
AND GIRL SCOUTS



WESTERN HEMISPHERE
WORLD ASSOCIATION
OF GIRL GUIDES
AND GIRL SCOUTS

WAGGGS is functioning from five regions: Africa, Arab, Asia Pacific, Europe and Western Hemisphere. The Bharat Scouts and Guides is one of the founder members of the Asia Pacific Region.

(For more details refer in WAGGGS book of BSG.)



Scouting and Guiding in India



**Lady Baden Powell with
Mrs. Lakshmi Mazumdar
National Commissioner
(1964-1983) at the
proposed site of
National Headquarters**

Though Scouting came to India in 1909, membership was open to only European and Anglo Indian boys. In 1916, Dr. Annie Besant, established the Indian Boy Scout Association, in Madras (Chennai) and in 1917



Dr. Annie Besant

Pandit Madan Mohan Malviya and Pandit Hridaya Nath Kunzru assisted by Sri Ram Bajpai established the Seva Samiti Scout Association in Allahabad. In 1938, the Seva Samiti Scout Association and newly formed Indian National Scout Association merged and formed the Hindustan

Scout Association. On 7th November 1950, the Boy Scout Association in India and the Hindustan Scout Association merged under the name of The Bharat Scouts and Guides.



**Pandit Madan
Mohan Malviya**



**Pandit Hridaya
Nath Kunzru**

The Girl Guide Association of India merged with the Bharat Scouts and Guides on 15th August 1951. Though the Scout wing and Guide wing are working together under the banner of The Bharat Scouts and Guides, the Scout wing is affiliated to WOSM and the Guide wing to WAGGGS.

(For more details refer in Milestones book of BSG.)



Our Fundamentals

Definition

"The Bharat Scouts and Guides is a voluntary, non-political, educational Movement for young people, open to all without distinction of origin, race or creed, in accordance with the purpose, principles and methods conceived by the founder Lord Baden- Powell in 1907."

(The voluntary character of Scouting/Guiding emphasises the fact that members adhere to it by their own free will and because they accept the fundamentals of the Movement.)

Purpose

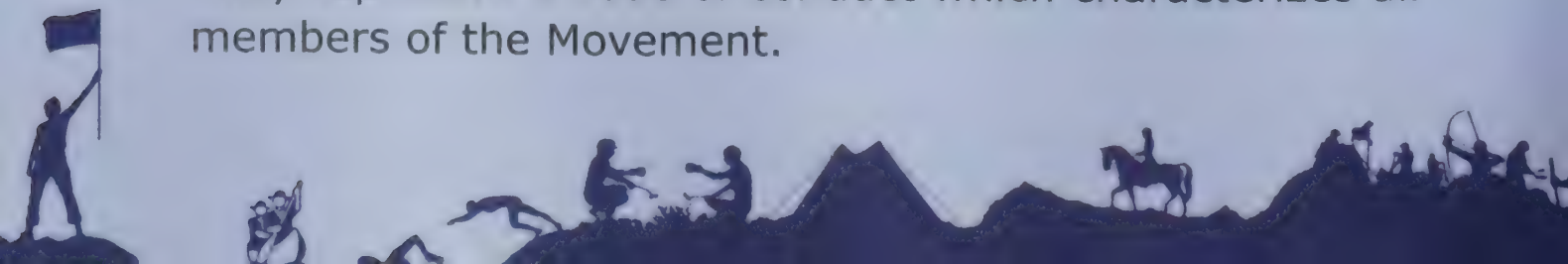
The purpose of the Movement is to contribute to the development of young people in achieving their full physical, intellectual, emotional, social and spiritual potentials as individuals, as responsible citizens and as members of the local, National and International communities.

It is also important to point out that the concept of responsible citizenship, which is one of the fundamental goals of Scouting/Guiding, must be understood in a broader context.

Thus, a person is, first and foremost, an individual. This individual is integrated into her community, which is part of a wider political structure (district, province, state, etc.,) the total expression of which is the sovereign state or country. A responsible citizen must be aware of her rights and obligations in relation to the various communities to which she belongs.

Principles

The principles are the fundamental laws and beliefs which must be observed when achieving the purpose. They represent a code of conduct which characterizes all members of the Movement.



Scouting/Guiding is based on three broad principles which represent its fundamental law and beliefs.

They are referred to as:

***"Duty to God",
"Duty to others" and
"Duty to self".***

Duty to God: Adherence to spiritual principles, loyalty to the religion that expresses them and acceptance of the duties resulting therefrom.

Duty to Others: Loyalty to one's country in harmony of local, National and international peace, understanding, and co-operation. This amounts to participation in the development of society with recognition and respect for the dignity of one's fellowmen and for the integrity of the natural world.

Our patriotism should be of the wider, noble kind which recognizes justice and reasonableness in the claims of others and which leads our country into comradeship with the other nations of the world. The first step to this end is to develop peace and goodwill within our own borders, by training our youth of both sexes to its practice as their habit of life; so that the jealousies of town against town, class against class and sect against sect no longer exist; and then to extend this good feeling beyond our frontiers towards our neighbors...."

Duty to Self: Responsibility for the development of oneself. A person should assume responsibility for the development of her own capacities. This is fully in harmony with the educational purpose of the Guide Movement, whose aim is to assist the young in the full development of her potentials - a process which has been called the "unfolding" of the personality. In this respect, the role of the Promise and Law is a fundamental one.



The Guide Method is a system of progressive self-education through:

- ✕ Promise and Law
- Learning by Doing
- Membership of small groups under adult leadership involving progressive discovery and acceptance of responsibility and training towards self- government directed towards the development of character, and the acquisition of competence, self-reliance, dependability and capacities to co-operate and to lead.
- Progressive and stimulating programmes of various activities based on the interests of the participants including games, useful skills and services to the community taking place largely in and outdoor setting in contact with nature.

Holistic Approach of the Movement

Guiding complements the school and the family, filling needs not met by either. Guiding develops self-knowledge and the need to explore, to discover, and to want to know. Guides discover the world beyond the classroom, tapping the skills of others to learn and to become individuals with all round development. Guiding helps young girls acquire plenty of life skills and enables them to be useful citizens. Guiding is all about building confidence and self-esteem, learning important life skills and leadership skills, team building, outdoor adventure, education, and fun to empower the youth. Guides learn how to make good choices and to take responsibility for their actions so that they are prepared for their adult life as independent persons.



Personal Growth and Development

Through participation in outdoor activities like camps and hikes, Guides not only learn to be independent but also in the process to acquire skills in leadership and effective team work. They acquire skills in pioneering, first aid, cooking, estimation, mapping, signaling, observation etc. By participating in a wide variety of adventure programmes such as rock climbing, rafting, parasailing, trekking, hikes etc., they not only have fun but also learn to strengthen their guts. With several opportunities provided to serve the community at large by the Guide Movement, the Guides get trained to be responsible citizens. This inspires young people to do their best and to always "BE PREPARED".



THE PROMISE AND LAW

THE GUIDE PROMISE

On my honour, I promise that I will do my best:

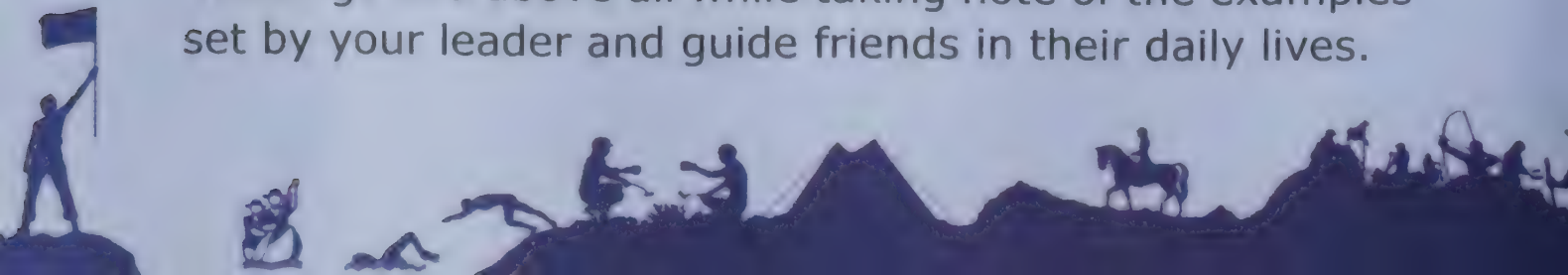
- *To do my duty to God and my country,*
- *To help other people and*
- *To obey the Guide Law.*

***Note: the Word 'Dharma' may be substituted for the word 'God' if so desired.**

The three fold Promise link all the members of the World Guide Movement together. When you complete your Pravesh requirements you are enrolled as a Guide at a special ceremony held by your Company. You must understand its implication before you take it because as a truthful Guide it will be your duty to



try your best to abide by it. While you work as an aspirant you try to find out from the Guide Captain, your Patrol Leader and your other friends in the Company what the Promise and the Law imply. You will know them in practical games, with other girls, attending Prayer, discussion meetings and above all while taking note of the examples set by your leader and guide friends in their daily lives.



DUTY TO GOD / DHARMA

Guiding which is not based on the first part of the Promise will have no lasting value. We must remember God first. We may belong to any of the different faiths, may be Hindus, Muslims Christians, Zoroastrians, Jews, Buddhists, Jains or Sikhs but God is one. Guiding gives wonderful opportunities to all its members to be close to one another and to understand that though our forms of worship may be different the same God is behind all of us. We are all in His service. Let us acknowledge His blessings and review our allegiance to Him at common prayer meeting of the Company assemblies. Let us learn to be grateful to God for our joys and such success as may come our way. Let us learn to seek courage from Him, if any reverses befall us.



DUTY TO OUR COUNTRY

As a Guide, the best way in which you can serve your country is to grow up into a healthy, happy and useful citizen and to be always prepared for any service dedicated for others and the betterment of the conditions of people around you. You should learn to live-in a friendly manner with all those who may be with you from any part of the country irrespective of their faith, language, dress and background. You are a citizen of this great and ancient land. You must feel proud of your heritage. You must pledge yourself to be a worthy Indian. At the



same time you should remember that as a member of the Worldwide Movement of Girl Guides and Girl Scouts you belong to an International sisterhood.

TO HELP OTHER PEOPLE

This part of the Promise means that you are to think of others first and then for yourself. This part of the Promise is the easiest to understand, yet is often neglected. It is your pledge to help others in the



small daily tasks of your life. If you abide by the next part of the Promise i.e. obedience to the Guide Law, you automatically respect this part of the Promise also.

On my Honour Song

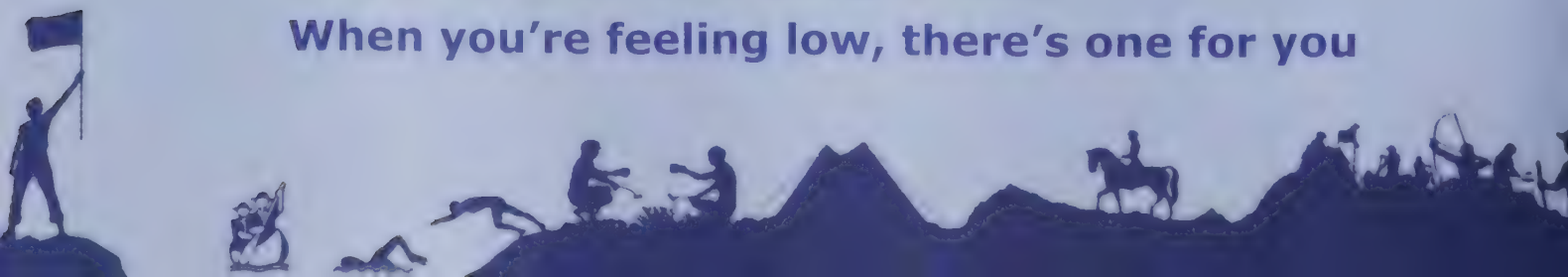
**On my honor I will try,
There's a duty to be done
And I say "aye".**

**There's a reason here,
Or a reason up above
My honor is to try and
My duty is to love.**

**People don't need to know my name
If I've done any harm then I'm to blame,
If I've helped anyone then I've helped me,
If I've opened up my eyes to see.
I've tucked away a song or two,
When you're feeling low, there's one for you**



scan the code to
listen to On my
Honour song



THE GUIDE LAW

A Good Guide will not only understand the Promise and Law, but will get examples of practical application of it in her life. **There are nine points of the Guide Law** which are as follows:

- *A Guide is Trustworthy.*
- *A Guide is Loyal.*
- *A Guide is a friend to all and a sister to every other Guide.*
- *A Guide is Courteous.*
- *A Guide is a Friend to Animals and Loves Nature.*
- *A Guide is disciplined and helps protect public Property.*
- *A Guide is Courageous.*
- *A Guide is Thrifty.*
- *A Guide is pure in Thought, Word and Deed.*

Follow this song to remember the order of the 9 points Law. Get it tuned and try to sing in your company.

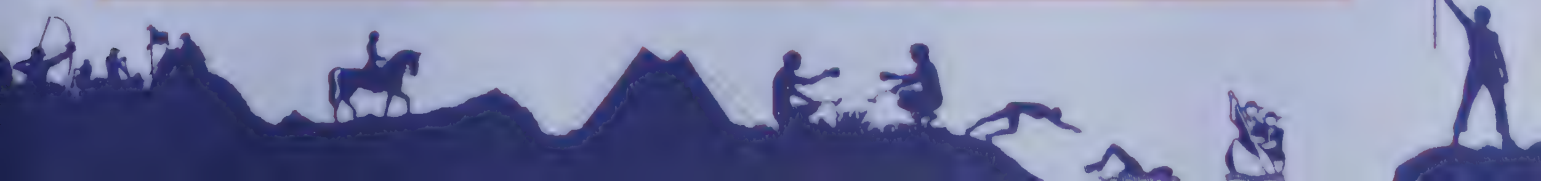
TRUSTY, LOYAL, HELPFUL, SISTERLY

COURTEOUS FRIENDLY DISCIPLINED

COURAGEOUS THRIFTY

PURE AS THE RUSTLING WIND

IN THOUGHT WORD AND DEED.



(i) A Guide is Trustworthy

You are expected to tell the truth always and not only when it is convenient. You carry out orders even when no one is watching. Your word must mean something and must be reliable.

Indian history and legend are full of illustrations of this virtue. Many women with the example of their life were sources of great and noble deeds. Maan maryada (dignity) Iman (honour) and Abru (modesty) were the key notes of their everyday life. Your sincere efforts to practise this point of Law will generate in you a deep sense of responsibility and maintain a high standard of conduct in work, in games and in the small details of your daily life.

(ii) A Guide is Loyal.

A Guide is loyal to God and her country, to her family and friends, to those who serve and to those whom she serves. She is faithful to her ideals and stands by them through thick and thin.

Our history tells us many stories of loyalty and sacrifice. What better example can we find than the incident which saved the life of Prithviraj of Ajmer at the battle of Mahoba. Victory has been won but the pursuit continued leaving the sorely wounded king along on the battlefield. Vultures believing him dead began to settle on his unconscious body. A faithful follower lay close by with both legs lost, could not reach the king to drive the vultures away. So with his broken sword he cut off pieces of his own flesh and throwing the fragments to the vultures drove them away from his master till help came.



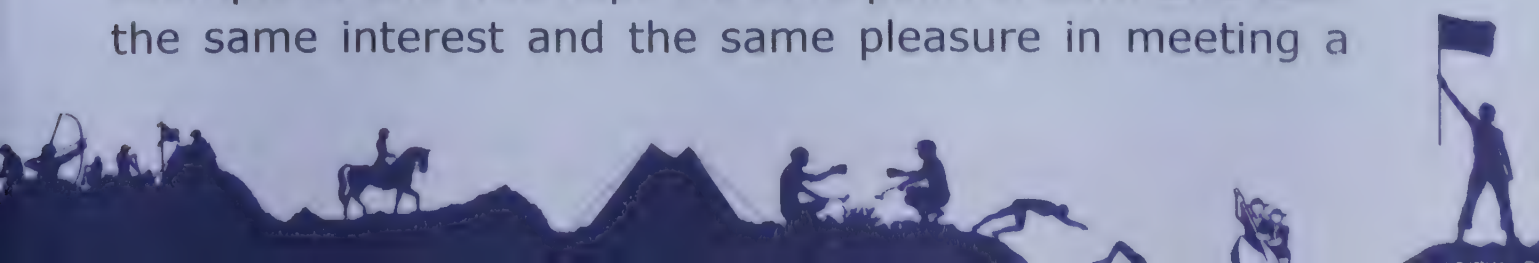
Then there was Dhatri, 'PANNA' who substituting her own child for the baby son of the Rana of Chittor smuggled the infant Udai Singh out of the fort in a basket of fruits and so saved him to rule over Mewar when the rest of the family were slain. Loyalty is rooted in Love, in strength and in sanity, love for a place, person or a cause, strength to enable us to stand up for what we hold dear, sanity to prevent us in our passionate enthusiasm from going to lengths which in the long run, may injure the course or person we love. All of you in your young life may not have had the chance of showing the heroic loyalty of Dhatri Panna or the follower of Prithviraj; none the less, you may have many occasions in your life sooner or later to be called upon to stand by your loyalty. Sometimes our loyalties may conflict, calling for efforts to resolve the conflict if you can.

You will need balanced judgment and a developed sense of values to do so. You will need courage to break away from old customs to which your old loyalties may bind you, so as to be loyal to new and finer ideals. Here we have the examples of Pandita Ramabai, Florence Nightingale and Sister Nivedita all of whom had to get out of the older social values in which they were brought up in their traditional homes, in order to build up for themselves new lives in the service of community and the country.

(iii) A Guide is a Friend to all and a Sister to every other Guide

This bond of sisterhood is what makes Guiding such a close knit Movement. Friendliness and a ready smile must differentiate you as a Guide from other girls.

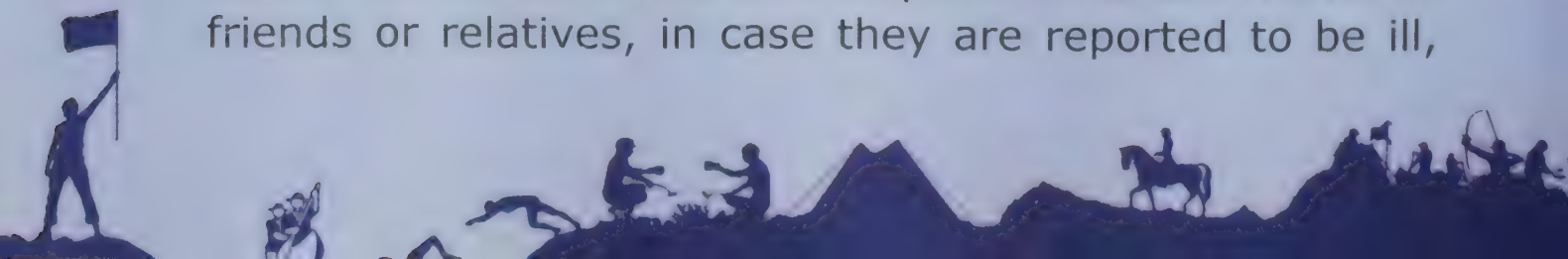
The Chief Guide, Lady Baden-Powell, was a perfect example of one who kept the third point of Law. She took the same interest and the same pleasure in meeting a



little bulbul from a school in a slum area as she did in meeting a princess. She made both of them feel that she really knew them and was their true friend. We have before sacrifice and service to women in distress, showed to the world that their love and sympathy extend to all. Elizabeth Fry and Pandita Ramabai Ranade were the pioneers, who first interested themselves in the lot of female prisoners restoring to them their sense of self respect, Pandita Ramabai's services to child widows were also a shining example of courage born of deep sympathy which will always remain a source of inspiration of Indian Womanhood. Mother Teresa is a recent example of how a woman can give her whole life in service to the poor and helpless people.

(iv) A Guide is Courteous

True courtesy knows no status. You should always try to be courteous irrespective of whether the object of the courtesy is your senior or junior or equal to you. Your good manners require you to treat in the same way one whom you may appreciate or admire as well as one for whose company you may not care or one who bores or tires you out. You must be punctual in keeping appointment and quick in dealing with correspondence. You must promptly reply to invitations and send your apologies if you are not able to accept them. You should write and enquire about the health of friends or relatives, in case they are reported to be ill,



congratulate them on their success and be sympathise with them in their misfortune or failure.

Indian women have always been noted for their hospitality and consideration for others. Let it be your privilege to try to do your best to uphold the tradition and to pass it on to the future generations.

(v) A Guide is a Friend to Animal and Loves Nature.

Many of you may like to keep pets such as small birds, cats, dogs, etc. Such pets need as much care as a little brother or sister. Unless you are prepared to spare your time and care for them, it will be far better for you not to have pets. They need right kind of food, special attention for their cleanliness, appropriate exercise and medical care when they are ill.

The chief Scout often used to say that the best form of sport is to shoot animals not with a gun but with a camera. Do not let them suffer unnecessarily. It must be your endeavour to perfect life. Your efforts along with that of others to save the environment and keep the ecological balance is very much within the purview of this point of Law.



(vi) A Guide is Disciplined and Helps Protect Public Property

This is one of the most difficult points of the Law which you are to observe, but as a disciplined Guide it



should not be very difficult for you to follow it. When your parents at home or your leader in the class room or your Guide Captain asks you to do something, you must obey.

Once upon a time battalion of Spartan was ordered to holdup the Persian Army at the Pass of Thermopyle. It was hopeless job for the battalion but the soldiers acted according to the orders of their General. Eventually all of them were killed but their discipline and sincere effort to carry out the order saved their country by delaying the onslaught of the enemy. Then there is the example of Ram who gave up his kingdom and went into exile in obedience to his father's promise.

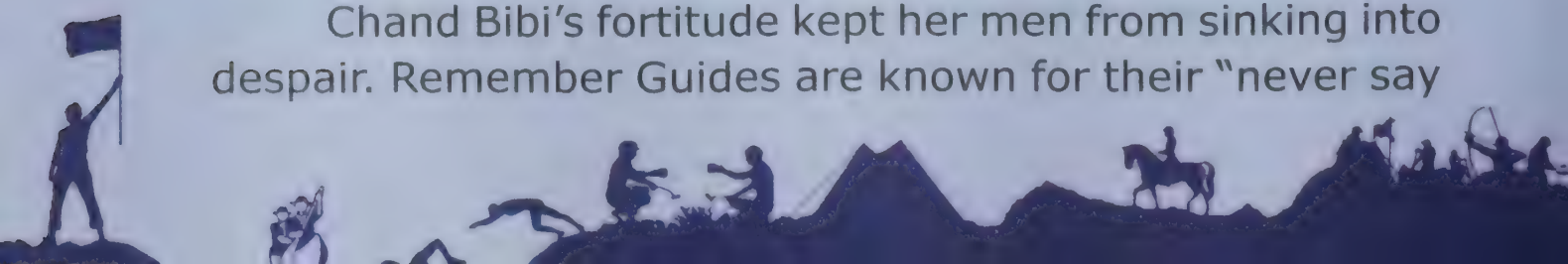
To achieve any goal, you need discipline and if you do not learn it now when you are young, it is going to be difficult to achieve afterwards. Avoid unnecessary discussions, grumbling; Carry out orders smartly and cheerfully. God loves a cheerful giver. Punctuality, smartness, orderliness and protection of public property are parts of this point of law.

(vii) A Guide is Courageous

This point of Law tells you not to feel dejected if things do not appear to be as bright as you expect. You are required to develop your strength of character and courage in your heart. Your examples at the time of difficulties will inspire others and you will be able to meet any difficult situation along with your friends.

Savitri served her parents-in-law during their long exile and won back her husband from Yama by her cheerful courage.

Chand Bibi's fortitude kept her men from sinking into despair. Remember Guides are known for their "never say



die" spirit. Kalpana Chawla dared to explore space even at the cost of her own life.

(viii) A Guide is Thrifty

As a Guide, you should value the property and time of others as yours. You should never be wasteful or extravagant even when you have more than what you may need. You must appreciate the value of money, time and energy and should know how to use them. Money wasted may be regained. Time lost will not be regained.

The regent queen, Ahalyabai of Indore never wasted her time. She was thrifty in every possible way. Every morning she rose early and attended to her work carefully looking into the accounts of the state. As a result of her care, her revenues rose rapidly. Ahalyabai did not hoard this wealth for herself; she spent it on the welfare projects for her subjects.

Being thrifty is also to be practised in using the natural resources like water, petrol etc. You are expected to save the wealth of the country. Be thrifty when you use electricity.

(ix) A Guide is Pure in Thought, Word and Deed

The ninth point of the Law of ours is the basis on which you stand and live the life of a Guide. This should help you to take Guiding to a new height. As a courteous girl, you should be modest. Your trust worthiness and your sense of loyalty will always keep your thoughts pure. Your pure heart should generate purity in all your thoughts, words and deeds.

As a Guide, you have to be through with the 9 parts of the Law and in order.



Motto, Sign, Salute, Left-Hand Shake

The Motto: BE PREPARED

Be-Prepared

This means you are always in a state of readiness in mind and body to do your DUTY.

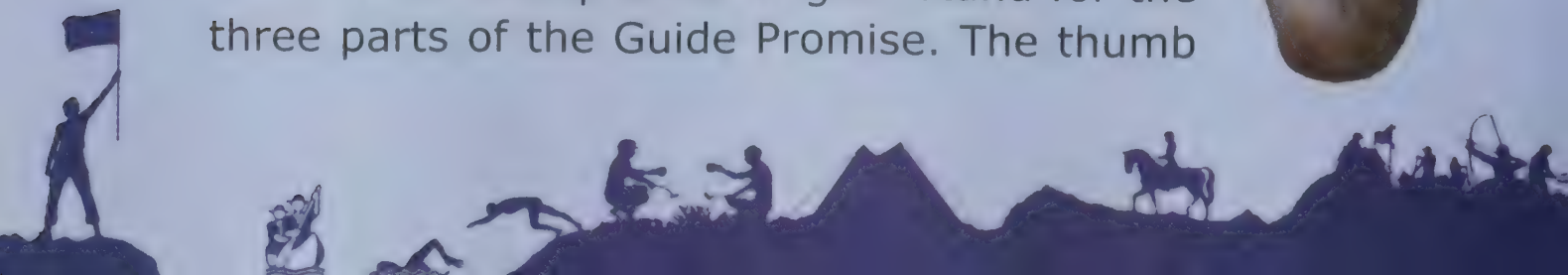
- Be Prepared in Mind by having disciplined yourself to be obedient to every order, and also by having thought out beforehand any accident or situation that might occur, so that you know the right thing to do at the right moment, and are willing to do it.
- Be Prepared in body by making yourself strong and active and able to do the right thing at the right moment, and do it.

The Guide Motto "Be Prepared" denotes a way of life and an attitude of mind, which would enable you to get proficient in practical skills, helps you face challenges in life and also to be in readiness to do service to others. This can be achieved by being physically strong, mentally awake and morally straight. The Motto is also a reminder for you to be always in a state of readiness in mind and body enabling us to do your duty and to help others even in times of unprecedented calamity.

Sign

The Guide sign identifies you as a Guide anywhere in the world. The sign is given at the time of investiture and at the time of renewal of the Guide Promise.

The three upraised fingers stand for the three parts of the Guide Promise. The thumb





and little finger together stand for the bond between all Guides.

The Guide Sign is given by raising the right hand, in level with the shoulder, palm to front with three fingers stretched together and thumb closing on the little finger.

(For more details, refer to Camp fire yarn No.3 in Scouting for Boys.)

Guide Salute

Guide Salute is an expression of mutual esteem and good-will. It is a mark of respect and good manners. It is the privilege and not a service act. It is



an outward expression of the spirit of discipline and respect. The manner of saluting indicates the standard of discipline and the state of training and the morale in the Unit. It is the privilege of the one who sees first to salute first. Salute is given by raising the right arm smartly to the level of the shoulder, palm facing with the three fingers stretched together, the first touching the forehead one inch above the right eyebrow and the thumb closing on the little finger and after that the arm, cutting to the front is quickly and smartly brought down curling the fingers. Normally all movements are done to count of four e.g., "one, two, three, four" counting mentally. "One" - Raise the arm and salute. "Two, three"



- Pause. "Four" - Bring the arm down. The salute, as the sign, reminds members of the promise taken. The three fingers held upright represents the threefold Promise. Etiquette is to allow the other person to take the salute before bringing down the arm. Breaking off: On command a smart right turn, a side step and march off breaking the formation. (A continuous movement).

Left-Hand Shake

Left-Hand Shake greetings with a smile; shaking hands with left and saluting with the right is a speciality of the movement. Founder conceived left hand shake as a form of greeting for the members of the movement.

The idea originated from an incident in his military career in South Africa. When Col. Baden-Powell entered the capital city of the Ashanti tribe in 1896, he was received by one of the chiefs, who while greeting him formally extended his left hand. B.P. held out his right hand in return. But the tribal chief said "No, in my country, the bravest of the brave shakes with left hand."



Daily Good Turn

Daily Good turn at home and maintain a diary at least for a month.

At the very heart of the Guide Movement is the friendly Good Turn. It might even be called the motive power of the Movement and because it is so essential to the girl, to the organization, and to society in general. It is of great importance that we understand all that it really means as well as how best to stimulate its use and recognize its values. A Good Turn is a volunteered kind act of good deed without expecting anything in return.



Guides, must be encouraged to watch for things that need to be done, and then do them without being asked. More, must get trained and educated into the Good Turn Habit. Doing a job which you are already supposed to do not to be classified as doing a Good Turn.

As a matter of fact it is an unselfish, fine spirited Good Turn by an unknown English boy which brought Scouting to America in the first place. The incident, now a cherished tradition in the annals of the Boy Scouts of America, ran as follows: William D. Boyce, the Chicago publisher, a matter-of-fact business man, had lost himself in the heart of a London fog, and in his bewilderment he looked here and there.

A street urchin, noticing his embarrassment, came up and saluted Mr. Boyce and said, "May I be of service to



you?" Mr. Boyce said, "If you can show me how to find such-and-such an address it will be a real service." This lad very smartly saluted and said, "Sir, follow me." He forthwith brought him to the place that Mr. Boyce desired.

Then Mr. Boyce, characteristically of the traveler, pulled his coin purse out and offered the boy a shilling. The boy promptly saluted and said, "Sir, I am a Scout. Scouts do not accept tips for courtesies". The man said, "What did you say?"

The Scout repeated, and then added, "Don't you know who the Scouts are?" He said, "No, I don't, but I would like to know." The boy said, "Follow me." Boyce pleaded for the opportunity to do his errand and then, as he tells the story himself, this lad was waiting for him outside and took him to the office of Sir Robert Baden-Powell, after which he brought back to America a trunk-load of printed matter.

So you see the Good Turn habit has no end of avenues. There is rarely a day or an hour, an event or a situation where there is not an opportunity to do a Good Turn. The point is that as Guides you get yourselves trained to see these opportunities and to take real joy in making the most of the opportunity.

Scouts and Guides like to be useful every community offers many opportunities to serve others. As Guides, you should learn the service opportunities provided by community organizations and institutions. You will get encouraged by broad contact with government, business, social welfare, and service organizations through visits, inviting guests to meetings, and encouraging to prepare projects or displays about community services.

A good turn

Used in a context

To describe an act of kindness;
An act that is favourable or beneficial
to others.

*Just keep doing good to
others. A good turn never
goes unrewarded.*

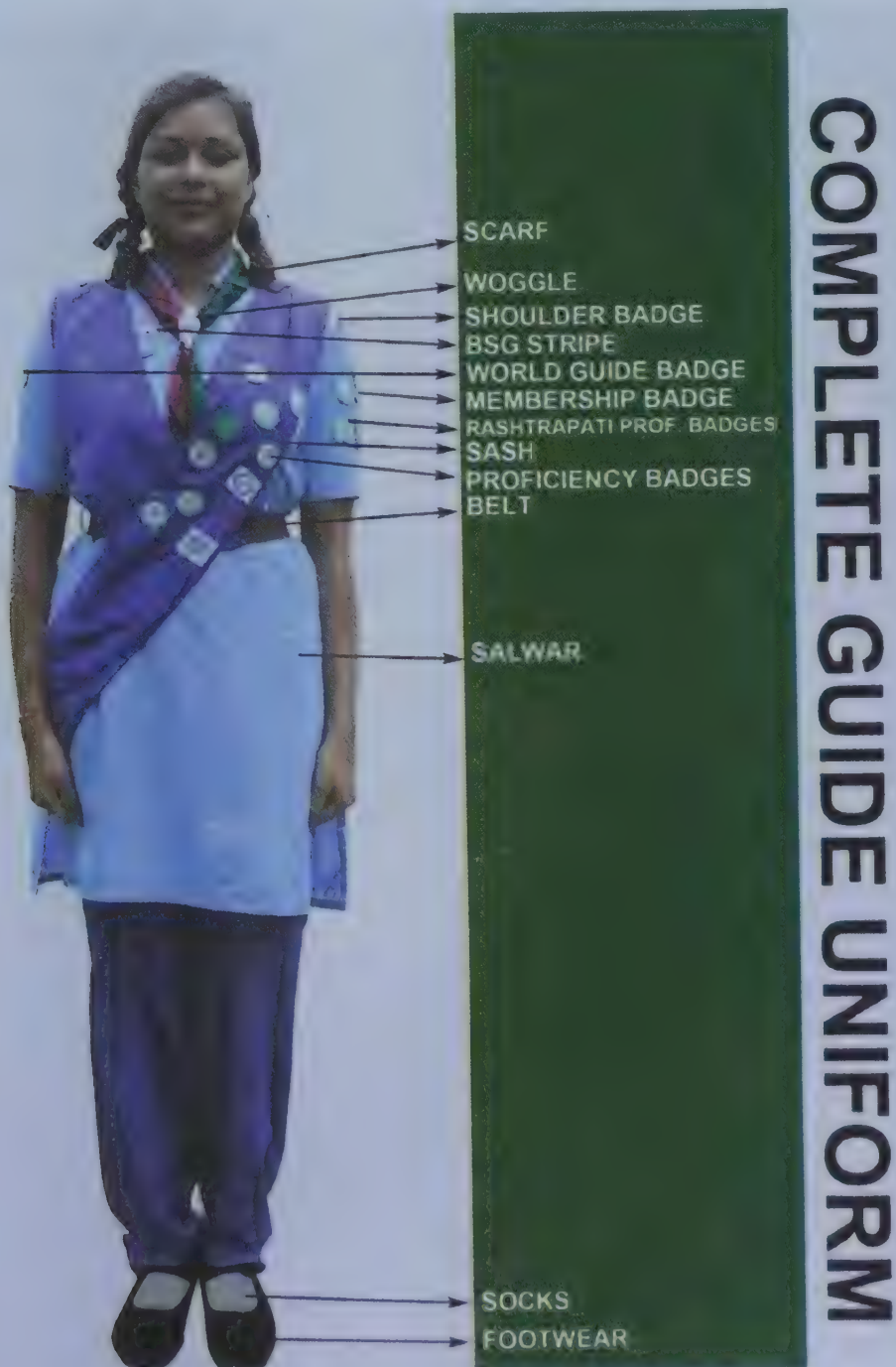


UNIFORM

Guide uniform

The Guide Uniform makes you feel that you are a member of the Movement and that you belong to a world-wide network of sisterhood of girls numbering into millions. Wherever you go, if you wear the Uniform, you will find Guide friends and it will make you feel comfortable and at ease.

Whenever and wherever you wear the Uniform, it proclaims you as a person of character. Our Promise,

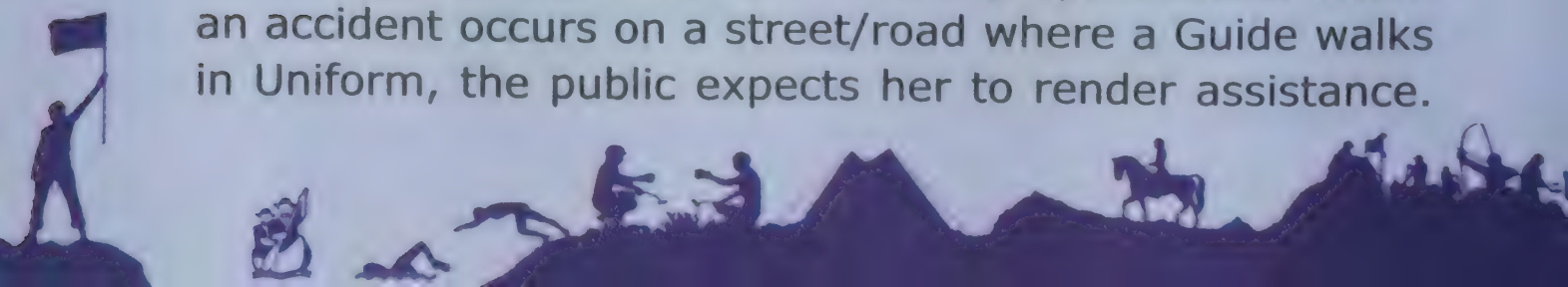


COMPLETE GUIDE UNIFORM



Law and Motto, and all the ideals of our Movement are symbolized by the Uniform. Hence be sure to wear the Uniform with honour.

The Guide Uniform stands for preparedness. When an accident occurs on a street/road where a Guide walks in Uniform, the public expects her to render assistance.



If you are in Guide uniform, you have better control over crowd management and you will be expected to transmit messages to the hospital, relatives or in helping to transport the victim.

The Guide Uniform symbolizes democracy. In Guiding girls stand shoulder to shoulder, regardless of social background.

Right



Left



Front

For more refer APRO Part III.



FLAGS

Know the composition and significance of the National Flag, the Bharat Scouts and Guides Flag and the World Guide Flag and the Flag Etiquettes



People have used flags for over 4,000 years. A flag is a piece of coloured fabric or material that is used as a symbol, or for sending a signal. Some flags are used only for decoration. Usually, flags are messages from a person or a group of people.

Anyone can make any kind of flag for any occasion or reason. People use flags to give others information, such as, who they are. Long ago, knights carried flags into battle because it was hard to know who the knights were when they were dressed up and covered in armour ready for battle! Flags were important because they helped soldiers tell their friends from their enemies in battle.

Today every country has a flag. Likewise there are flags for Institutions, Clubs, Sports and Games, Religious groups, Political parties etc.



National flag serves not only as a means of identity but also as a symbol for a country's history and ideals. Although flags originated from a simple concept, today they represent much more than mere signage.

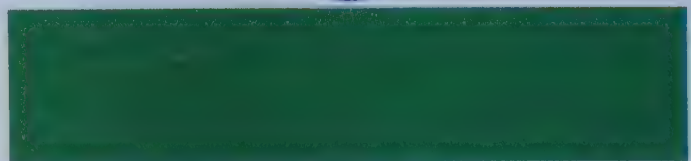
Flag is an important part of the identity of a country. Flags are a symbolic representation of the country and its ideals. Flags aim to unite the people and act as an icon of the nation. The flags of countries are treated with respect.

Countries usually design their flag with certain colors or shapes to stand for specific meaning.

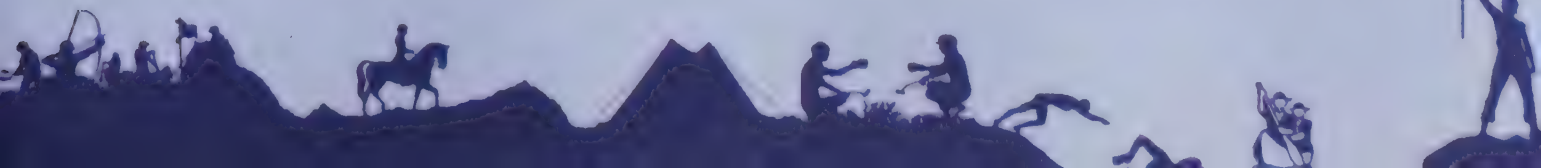
Our National Flag

The National Flag of India has got immense importance. The National Flag of free India was first adopted by the Constituent Assembly on 22 July 1947. It epitomizes its civilization and culture, heritage and freedom.

The Indian National Flag is a tricolor rectangular panel, made up of three rectangular panels of equal width.



The colour of the top panel is saffron and of the bottom panel is green; the middle panel is white. In the centre the Ashoka Chakra in navy blue colour is placed. Saffron colour denotes courage and sacrifice, white denotes purity, the path of truth to guide our conduct and the green denotes prosperity. Ashoka chakra with 24 spokes in Blue Colour in the centre of the panel is the wheel of the law of Dharma; it denotes progress. The size of the flag is in the ratio of 3:2 (three parts long and two parts wide). The National Flag shall be



used only on such occasions and in such manner as in accordance with the rules framed by the Government of India.

Guidelines to be strictly followed for National Flag.

The National Flag

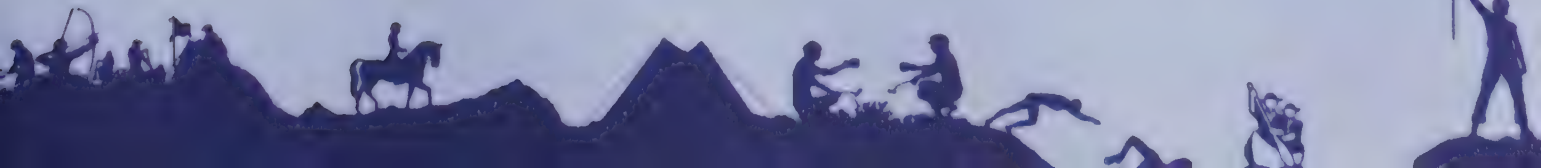
- 01.** shall not be used for commercial purposes in violation of the Emblem and Names (Prevention of improper Use) Act, 1950;
- 02.** shall not be dipped in salute to any person or thing;
- 03.** shall not be flown at half-mast except on occasions on which the Flag is flown at half-mast on public buildings in accordance with the instructions issued by the Government;
- 04.** shall not be used as a drapery in any form whatsoever, including private funerals;
- 05.** shall not be used as a portion of costume or uniform of any description nor shall it be embroidered or printed upon cushions, handkerchiefs, napkins or any dress material;
- 06.** shall not have any form of lettering put upon it.
- 07.** shall not be used as a receptacle for receiving, delivering, holding or carrying anything: provided that there shall be no objection to keep flower petals inside the Flag before it is unfurled as part of celebrations on special occasions and on National Days like the Republic Day and the Independence Day.
- 08.** when used on occasions like unveiling of a statue, the Flag shall be displayed distinctly and separately and it shall not be used as a covering for the statue or monument;



- 09.** shall not be used to cover a speaker's desk nor shall it be draped over a speaker's platform;
- 10.** shall not be intentionally allowed to touch the ground
< or the floor or trail in water; >
- 11.** shall not be draped over the hood, top, sides or back of a vehicle, train, boat or an aircraft;
- 12.** shall not be used as a covering for a building;
- 13.** shall not be intentionally displayed with the "saffron" down and

A member of public, a private organization or an educational institution may hoist/display the National Flag on all days and occasions, ceremonial or otherwise. Consistent with the dignity and honor of the National Flag -

- i.** whenever the National Flag is displayed, it should occupy the position of honor and should be distinctly placed;
- ii.** a damaged or disheveled Flag should not be displayed;
- iii.** the Flag should not be flown from a single masthead simultaneously with any other flag or flags;
- iv.** the Flag should not be flown on any vehicle except in accordance with the provisions contained in Section IX of Part III of Flag Etiquette Code;
- v.** when the Flag is displayed on a speaker's platform, it should be flown on the speaker's right as he faces the audience or flat against the wall, above and behind the speaker;
- vi.** when the Flag is displayed flat and horizontal on a wall, the saffron band should be upper most and when displayed vertically, the saffron

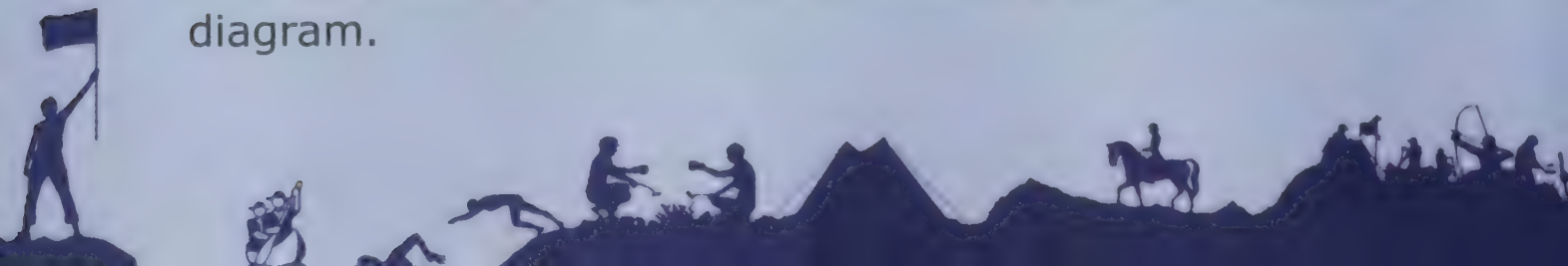


band shall be on the right with reference to the Flag

(i.e. left to the person facing the Flag);

- vii.** no other flag or bunting should be placed higher than or above or side by side with the National Flag; nor should any object including flowers or garlands or emblem be placed on or above the Flag-Mast from which the Flag is flown;
- viii.** the Flag should not be used as a festoon, rosette or bunting or in any other manner for decoration;
- ix.** the Flag made of paper may be waived by public on occasions of important national, cultural and sports events. However, such paper Flags should not be discarded or thrown on the ground after the event. As far as possible, it should be disposed off in private consistent with the dignity of the Flag;
- x.** where the Flag is displayed in open, it should, as far as possible, be flown from sunrise to sunset, irrespective of weather conditions;
- xi.** the Flag should not be displayed or fastened in any manner as may damage it; and
- xii.** when the Flag is in a damaged or soiled condition, it shall be destroyed as a whole in private, preferably by burning or by any other method consistent with the dignity of the Flag.

When displayed in a straight line with flags of other countries, the National Flag shall be on the extreme right; i.e. if an observer were to stand in the centre of the row of the flags facing the audience, the National Flag should be to his extreme right. The position is illustrated in the diagram.



The Bharat Scouts and Guides Flag

The Bharat Scouts & Guides flag is deep sky blue in colour. The Emblem of the Bharat Scouts and Guides is FLEUR-DE-LIS superimposed by the Trefoil with the Ashok Chakra in the Centre of the Trefoil. The FLEUR-DE-LIS symbolizes the Scout Wing and TREFOIL symbolizes Guide Wing. Ashok Chakra symbolizes India and horizontal band symbolizes World Brotherhood/Sisterhood. The Emblem is in yellow colour and Ashoka Chakra in blue colour.



The size of the Association flag is 180 cms in length and 120 cms in width. The size of the emblem is 45 cms x 30 cms. The size of the Unit/Group flag is 120 cms in length and 80 cms in width. The name of the Unit/Group shall be written in yellow colour in a straight-line below the emblem. The Bharat Scouts and Guides flag shall be dipped to the President of the Indian Republic. It may be dipped to the President or the Chief National Commissioner of the Bharat Scouts and Guides.



WORLD SCOUT FLAG:

The World Scout Flag is purple in colour and consists of the World Scout Badge in white encircled by a white cord, the ends of which are tied with a reef knot, set on purple background. The size of the flag is in the ratio of 3:2.



The three leaves represent the three-fold promise as originally laid down by the Founder. The vein pointing upward represents the compass needle pointing the way. The two stars represent the Promise and the Law. The outer circle represents our Worldwide Association.

WORLD GUIDE FLAG:

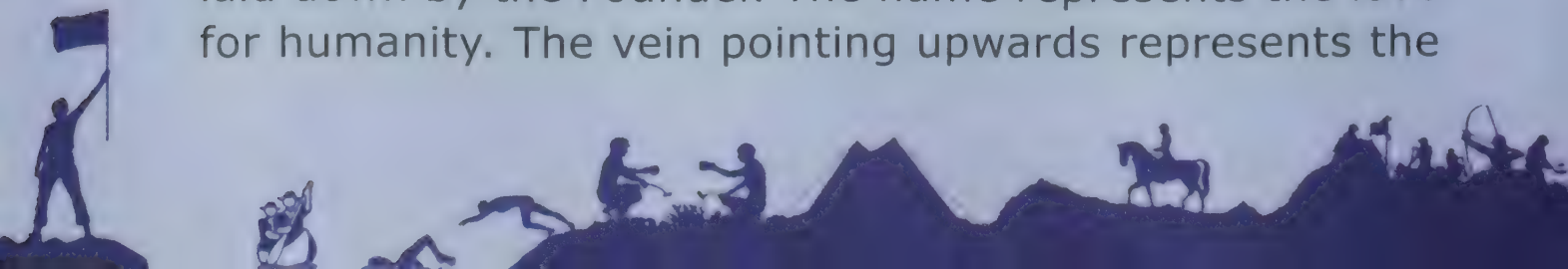
The World Guide Flag consists of the golden Trefoil on a Royal blue background. It was adopted by the 6th World



Conference in 1930, following a suggestion of South Africa. The design was prepared by FROKH KARI AAS of Norway at the 80th World community meeting held in March, 1991 it was agreed to adopt a new

WORLD TREFOIL and WORLD FLAG.

The World Guide Flag consists of the Golden World Trefoil on the left upper corner on the bright blue field. The three leaves represent the three fold promise originally laid down by the Founder. The flame represents the love for humanity. The vein pointing upwards represents the



compass needle pointing the way. The two stars represent the Promise and Law. The outer circle represents our Worldwide Association. The golden yellow Trefoil on a bright blue background represents the sun shining over the children of the world. A blaze of white on the lower right hand corner represents the peace that Girl Guides and Girl Scouts are striving to achieve. The white blaze is crowned by three golden squares symbolic of the three fold Promise. The size of the flag will be in the ratio 3:2.

The World Guide Flag is flown at the World Centers, at the World Bureau and on all World Association events. Guide Companies may carry the World Guide flag in addition to their own National Flag.

The World Scout Flag/World Guide Flag may be used on appropriate occasions and when used they shall fly at lower level than the National Flag at its left, at higher level than the Bharat Scouts and Guides flag at its right.



SONGS

Sing correctly National Anthem, Bharat Scouts and Guides Prayer and Flag Song. Know about the composer, duration and meaning of the songs.

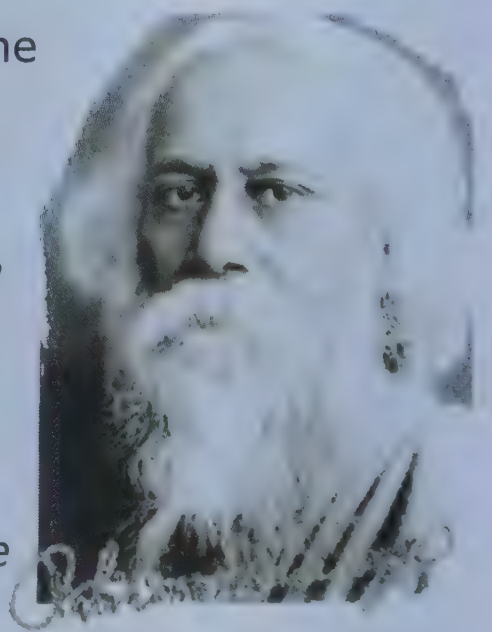
NATIONAL ANTHEM

The National Anthem of India is played or sung on various occasions. Instructions have been issued from time to time about the correct versions of the Anthem, the occasions on which these are to be played or sung, and about the need for paying respect to the anthem by observance proper decorum on such occasions. The National Anthem was written by Rabindranath Tagore.

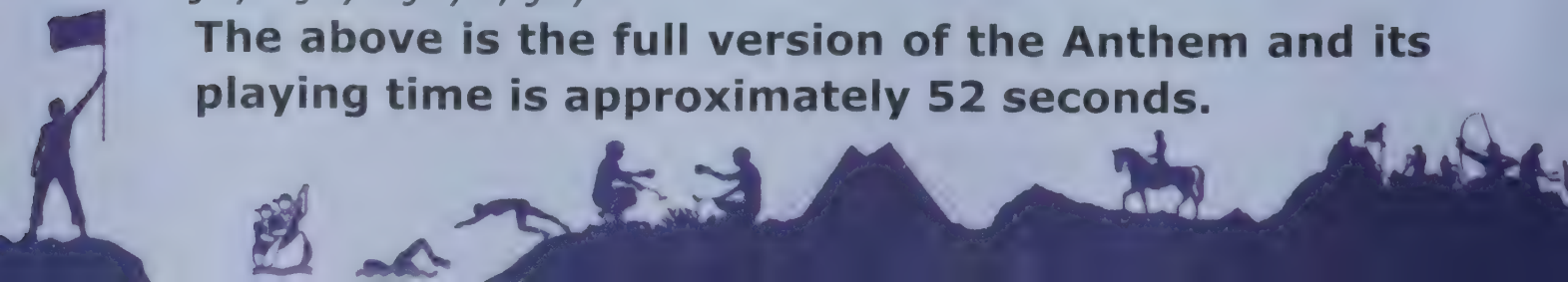
THE NATIONAL ANTHEM— (FULL AND SHORT VERSIONS)

(1) The composition consisting of the words and music of the first stanza of the late poet Rabindranath Tagore's song known as "Jana Gana Mana" is the National Anthem of India. It reads as follows:

Jana-gana-mana-adhinayaka jaya he
Bharata-bhagya-vidhata
Punjaba-Sindhu-Gujarata-Maratha
Dravida-Utkala-Banga
Vindhya-Himachala-Yamuna-Ganga
Uchchala-jaladhi-taranga
Tava shubha name jage,
tava shubha asisa mange,
gahe tava jaya-gatha.
 Jana-gana-mangala-dayaka jaya he
Bharata-bhagya-vidhata.
Jaya he, Jaya he, Jaya he,
jaya jaya jaya, jaya he.



The above is the full version of the Anthem and its playing time is approximately 52 seconds.



जन-गण-मन अधिनायक जय हे
भारत-भाग्य-विधाता ।

पंजाब-सिंध-गुजरात-मराठा
द्राविड़-उत्कल-बंग
विंध्य हिमाचल यमुना गंगा
उच्छल जलधि तरंग

तव शुभ नामे जागे तव शुभ आशिष मांगें
गाहे तव जय-गाथा

जन-गण-मंगल दायक जय हे भारत भाग्य विधाता ।
जय हे, जय हे, जय हे, जय जय जय जय हे ।

उपरोक्त राष्ट्र गान पूर्ण संस्करण है और इसकी कुल अवधि लगभग 52 सेकण्ड है ।

(2) A short version consisting of the first and last lines of the National Anthem is also played on certain occasions. it reads as follows:

*Jana-gana-mana-adhinayaka jaya he
Bharata-bhagya-vidhata.
Jaya he, jaya he, jaya he,
Jaya jaya jaya jaya he.*

Playing time of the short version is about 20 seconds.

Meaning:

Thou art the ruler of the minds of all people, Dispenser of India's destiny. Thy name rouses the hearts of Punjab, Sind, Gujarat and Maratha, of the Dravid and Orissa and Bengal; it echoes in the hills of the Vindhya and Himalayas, mingles in the music of Jamuna and Ganges and is chanted by the waves of the Indian Sea. They pray frothy blessings and sing thy praise. The saving of all people waits in thy hand. Thou dispenser of India's destiny. Victory, victory, victory, Victory to thee.



Bharat Scouts and Guides Prayer Song

The prayer song was written by Veer Dev Veer of Haryana. The song is sung in 90 seconds and in attention position.

DAYA KAR DAN BHAKTI KA HAMEIN PARAMATMA DENA
DAYA KARNA HAMARI ATMA MEIN SHUDDHATA DENA.
HAMARE DHYAN MEIN AAO PRABHU ANKHON MEIN BAS
JAO

ANDHERE DIL MEIN AAKAR KE PARAM JYOTI JAGA DENA
BAHA DO PREM KI GANGA DILO ME PREM KA SAGAR
HAMEN AAPAS ME MILJULKAR PRABHU REHANA SIKHA
DENA

HAMARA KARAM HO SEVA HAMARA DHARAM HO SEVA
SADA IMAAN HO SEVA WO SEVAK CHAR BANA DENA
VATAN KE VASTE JEENA, VATAN KE VASTE MARNA
VATAN PAR JAAN FIDA KARNA PRABHU HUM KO SIKHA
DENA

DAYA KAR DAN BHAKTI KA HAMEIN PARAMATMA DENA
DAYA KARNA HAMARI ATMA MEIN SHUDDHATA DENA.

MEANING:

O God give us devoted feelings
Please be kind enough to give purity in our Soul.
Please come in our mind and God be in our eyes
Come in our heart and pave a way of enlightenment from
darkness.

Let there be a flow of love like smooth flow of river Ganga
and an ocean of love in our hearts.

Please teach us O God to live together mutually.

Our doings be service, our religion be service

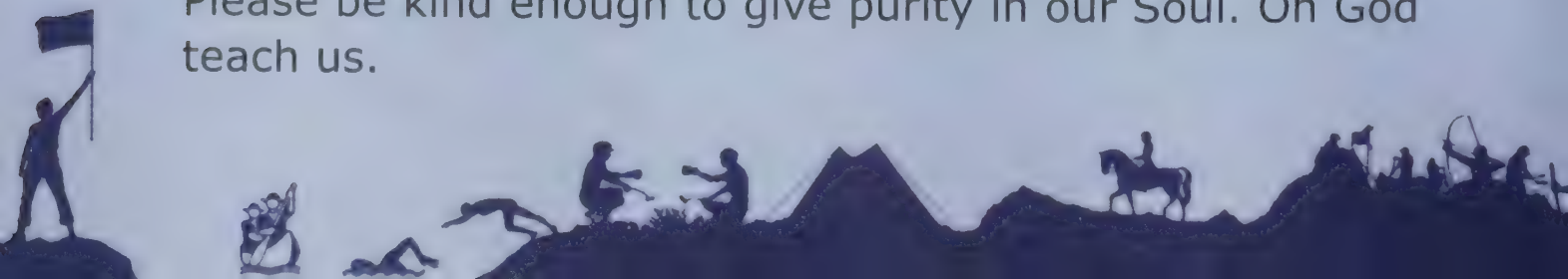
Always be Honest in our service and be follower of that
service.

Let us live for the Nation and let us die for the Nation.

Let us sacrifice our life. O God teach us.

O God give us kind devoted feelings.

Please be kind enough to give purity in our Soul. Oh God
teach us.



Flag Song

The Flag Song was written by Mr. Daya Shanker Bhatt of Uttarakhand. The time to be taken to sing this flag song is 45 seconds.

*Bharat Scout Guide Jhanda Uncha Sada Rahega
Uncha Sada rahega Jhanda Uncha sada rahega.
Neela Rang gagan sa vistrut Bhratru bhav phailata,
Tridal kamal nit teen pratigyaon ki yad dilata.
Aur chakra kahta hai pratipal aage kadam badhega.
Uncha Sada rahega Jhanda Uncha sada rahega
Bharat Scout Guide Jhanda Uncha Sada Rahega*

MEANING:

1. The Bharat Scout and Guide Flag will always remain high.
2. The Blue colour (of the Flag) is like wide sky, spreads brotherhood/sisterhood fraternity, (all over the world)
3. The Trefoil reminds the three fold promise.
4. And the wheel tells every moment to take a step forward (the movement), which is the sign of progress all 24 hours (always 24X7).

The flag will remain high forever, it will always be high.

Learn these 3 songs with meaning and correct pronunciation, keeping the tune and the time taken to sing each song to be monitored.





World guide
song English

WORLD GUIDE SONG



World guide
song Hindi

World Guide Song (English)

Our way is clear as we march on,
And see! Our flag on high,
Is never furled throughout the
world,
For hope shall never die!
We must unite for what is right,
In friendship true and strong,
Until the earth,
In its rebirth,
Shall sing our song!
Shall sing our song!

All those who loved the true and
good,
Whose promises were kept,
With humble mind, whose acts
were kind,
whose honour never slept;
These were the free!
And we must be,
Prepared like them to live,
To give to all,
Both great and small,
All we can give

World Guide Song (हिंदी गीत)

हमें साफ दिखाई दे वो रही, जिस
राह पे चलना है।
हमें सत्य पे चलना है, अभी बहुत
ही दूर निकलना है।
ध्वज फहराये सबसे ऊपर हम, बढ़
चले शिखर शिखर।
मंजिल पे हमारी रहे नजर, सदा वंदे
मातरम, वंदे मातरम।

जो लोग दयालु हुए यहाँ, हम शपथ
उन्हीं की धरे।
करुणा से तन मन वार के, सब ही
हों वारे न्यारे।
जो बंधे नहीं, जो रुके नहीं, आदर्श
वो हमारे स्वजन।
उनकी प्रतिभा को नमन करे, हम
वंदे मातरम, वंदे मातरम।



Company Meetings

Attend atleast four Company meetings.

Company Meetings

All Guide Aspirant are required to attend atleast four Company Meetings in order to fulfill the Pravesh requirements, and regular in attending the Company Meetings.

Try to attend the Company Meetings.



OUTING

Undertake a four hour purposeful outing with her patrol:

OUTING

Patrolwise outings will be organised giving due opportunity for the Guide Aspirants like you to participate. You also can suggest to your Patrol Leader about various locations wherein outings could be organized.



After completing all the above requirements and tested by Guide Captain, on the recommendation of Patrol Leader and Court of Honour, you get your uniform ready, you then make the Guide Promise to the Guide Captain and is investured as a Guide in an Investiture Ceremony. Then you are eligible to wear the membership badge with the unit scarf.



FLAG PROCEDURE (Guide Section)

Guide Captain takes her position one pace to the left and 3 paces behind the flag mast. One pace to her left is kept vacant (for Assistant Guide Captain) and rest of the staff fall in line with her.

The Assistant Guide Captain takes her position according to the number of participants in the Company (Total number of participants will be divided by two and minus two). Assistant Guide Captain will be standing straight on line with the Flag Mast so that the colour bearer will be in front of her.

Assistant Guide Captain to form the Horse-Shoe, takes 2 steps in front of the Flag Post and comes forward (takes steps) according to strength. (1st Position)

A.G.C. :Company Savdhan

Guides will come to Savdhan position.

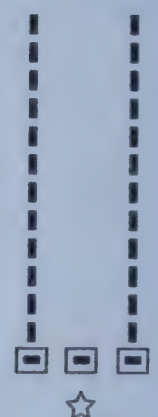
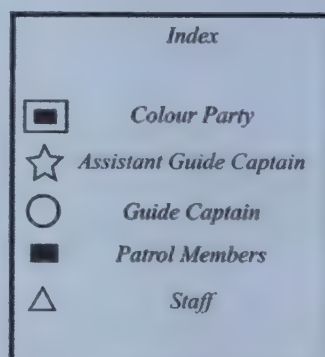
A.G.C. :Dwaj Dal Saj Ja.

Dwaj Dal comes and stands 3 steps away from A.G.C.

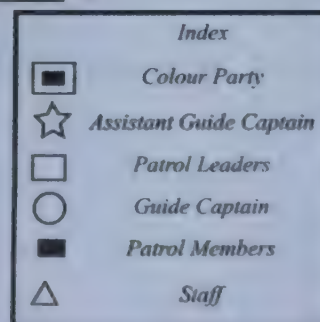
A.G.C. : Guides, Dwaj rakshak ke Pichhe do katar

ban. (Rest of the Guides will stand behind the escorts in two lines, tall in the front and short at the back Patrol wise).

A.G.C. :Company Kadam Tal Shuru (Left Right) : A.G.C. will take about turn, In to horse shoe formation quick march and stop at two paces away from Flag Mast and again about turn then gives commend



△△△○



A.G.C. : Kadamtal Karte Huye Nalakar Keliya Chal Do.
(Guides behind the escorts march and form horse shoe)

A.G.C. : Company Thum. –

Assistant Guide Captain will see the Horse-Shoe and adjust it.

Assistant Guide Captain checks the Horse-shoe and sees that the extreme ends of the Horse-Shoe from either side of the Flag Post.

A.G.C. : Company Vishram.

A.G.C. : Company Savdhan.

(Assistant Guide Captain will take one step to the left side and does about turn and march 3 (three) steps towards the Flag-mast and then turns about and faces the Horse-Shoe. Now she will be one step back and left to the Flag-Mast).

G.C and all other staff members will be 2 (two) steps behind the Assistant Guide Captain in a line. They will be in Vishram Position.

A.G.C. : Company Vishram.

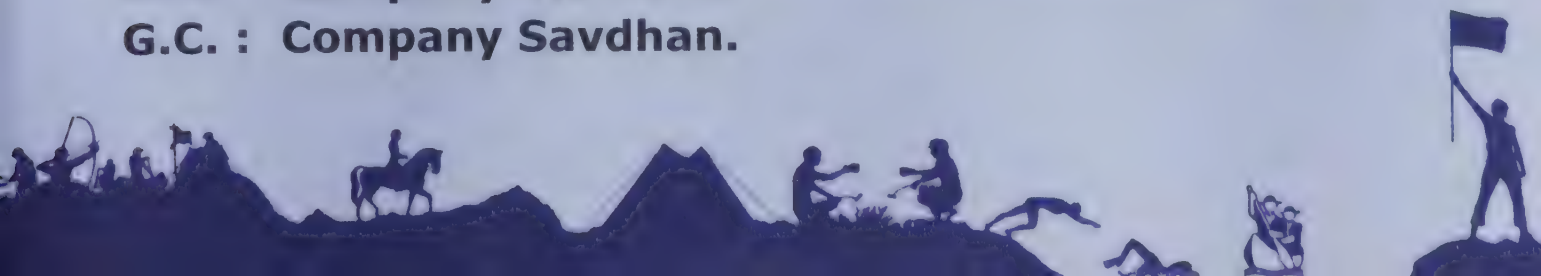
A.G.C. : Company Savdhan

(G.C. and other staff members will come to attention). AGC will do about turn Now A.G.C.will salute to G.C. and take one step to the right. Both AGC and GC will move forward taking 2 (two) steps then A.G.C. joins the line of staff where a place was kept ready to the left of the G.C. turns about and G.C. takes charge of the whole company.



G.C. : Company Vishram.

G.C. : Company Savdhan.



G.C. : Prarthana Shuru.

All Song BSG Prayer Songs

G.C. : Company Vishram.

G.C. : Aaj Ka Suvichar

(One Guider / Guide comes to attention takes one step forward and says suvichar and goes back and comes to vishram position.

G.C : Company Savdhan.

G.C. : Dwaj Dal Chal Do

(The Colour Party marches forward and halts 2 (two) steps away infront of the Flag Mast. The Colour bearer comes one step forward and holds the Halyard and breaks the Flag at the command of G.C.

G.C. : Salute

(All will Salute except the colour party) This command and hoisting go together.



The Colour Bearer pulls the Halyard and quickly ties round the cleat. Then she joins the escorts, all three take one step back and salute.

G.C. : Jaise The - (All bring their hands down)
Jhanda Geet Shuru

(All sing Flag Song).

After the Flag Song the Colour Party turns about and marches to their original place and joins the Horse Shoe.

G.C. : Vishram –

(Color Party also comes to Vishram) Then inspection reports and other formalities.

G.C. : Company Savdhan.

G.C. : Swasthan –

All turn right and take one step to right for Swasthan.



Guide Investiture Ceremony

A short simple and solemn ceremony within the company that makes a girl aspirant, a Guide. The girl makes Guide Promise in the presence of Guides and the Guide Captain of the Company and becomes one of them. The Guide captain arranges for the ceremony when the recruit fulfills the requirement of Pravesh. The ceremony is to be arranged properly and carefully.

Either early in the morning or before sunset in the evening. It is the prerogative of the Guide Captain to conduct the ceremony herself and should not surrender this responsibility to others however so highly placed. Parents of the aspirant may be invited. District officials, head of the Institutions may be invited.

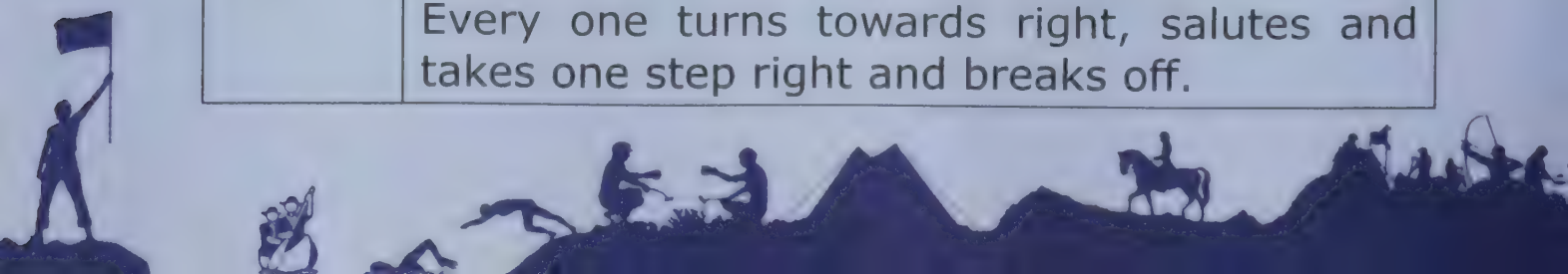
One ceremony for one recruit creates good effect. **The ceremony is not done on a mass scale.** Group Leader will be there as head of the family. The Guide Investiture Ceremony must be practiced beforehand so that everything will pass on without a hitch and the day can remain in the aspirant's memory as the most important day in her life. It is necessary to have a flag at an enrolment ceremony.

The company forms a horseshoe. The Guides stand shoulder to shoulder to symbolize their comradeship. The Guide Captain stands in the opening of the horseshoe with the AGC on her left holding the badges and scarf placed on a tray. Every guide must be enrolled separately, so not more than 1 or 2 may be enrolled on one day.

The Company stands in the Horseshoe formation. The Guide Captain asks the Patrol Leader to bring forward the aspirant of her patrol ready for Investiture. The leader with the aspirant on her left marches towards the Guide Captain. When they are at a distance of two paces from the Guide Captain, they halt and the Patrol Leader takes one step forward salutes and says:



P.L.	<p>Captain, I present Kumari (Name) who has completed Pravesh and ready for investiture.</p> <p>Then she takes a step back and halts</p>
G.C.	(to recruit) Do you know what your Honour means?
Recruit	Yes, Captain my honour mean that I can be trusted to be truthful.
G.C.	<p>Can I trust you on your honor to do your best to do your duty to God and Country to help other people and to obey the Guide Law?</p>
G.C.	<p>(Giving the Guide Sign) Takes the promise. All other invested Guides will also make the sign and renew their promise with the aspirant) All will return to attention</p>
G.C.	<p>I trust on your Honour to keep up this promise and to try to do one Good Turn everyday. Then G.C. pins the membership badge on the middle of the left sleeve of the uniform, ties the scarf round her neck and welcomes the Aspirant as a member of the movement by having a Left hand shake and saluting with the right, saying- "You are now a member of the Great Movement of Guides and a part of Global Sisterhood". The invested Guide salutes the Captain and the Flag.</p>
G.C.	<p>About Turn (Here the P.L. and the Guide both do about turn and face the company). After they have done so. Guides, I present to you a new sister Guide... .G.C. "Company Salute" -(All will salute) "Jaise The" -As you were "To your Patrol-quick march" P.L. and the Invested Guide reach their place in the horse shoe</p>
G.C.	<p>Attention Company "Company Disperse" Every one turns towards right, salutes and takes one step right and breaks off.</p>





At the end of the above ceremony, the G.C. or the visiting commissioner or any other dignitary present may be asked to say a few words pertaining to the significance of the occasion. It must be noted that it is the privilege of the Warranted Guide Captain to invest her own Guides. The Commissioner present may be asked to say a few words after the ceremony but no other person should be allowed to interfere in the ceremony.

Sweet distribution will Sweeten the ceremony.

Dear Guide,

Now you are ready to start the work for Pratham Sopan.

Note: Dear Guide, from Pravesh, you have to start writing your Log Book. How to write log book is given in the last pages

Congratulations





PRATHAM SOPAN



Dear Guides,

You have completed your Pravesh and are invested as Guides Good going girls!

Hope you have started your log book from Pravesh. You can continue in the same or can have another log book for the Pratham Sopan. Always write on right side and left side for photos and sketches. How to write a log book is told in Pravesh and accordingly you have to proceed.

You should be very happy to be the member of your company as well as the member of the worldwide movement. Now get ready to qualify the Pratham Sopan badge. You have to complete all tests within a minimum period of six months. Your Patrol Leader and the Guide Captain will support you.



REQUIREMENTS FOR PRATHAM SOPAN

1. LOOKING AFTER YOURSELF:

- a) Be able to tell correctly about "Your duties at home".
- b) Be able to make your bed.
- c) Know the health rules regarding personal cleanliness.
- d) Learn B.P's. six exercises and practice Yoga/ Asana /Surya Namashkar.
- e) Stitch a button.
- f) Clean/Polish canvas/ leather shoes.
- g) Make a personal first aid kit and know its contents.
- h) Should know the Definition and Golden Rules of First Aid.

2. DISCIPLINE:

- a) Learn about your Patrol, its Flag, Yell, Song, Patrol Corner, and participate in Patrol in Council.
- b) Learn and practise Hand and Whistle Signals.
- c) Foot Drill: Savdhan, Vishram, Aramse, Dahiney, Bayen and Pichey Mud.
- d) Participate in a Company and a Patrol game.
- e) Satisfy the Guide Captain that your behaviour at home and at school is good.

3. ROPE WORK:

- a) Whip the ends of a rope.
- b) Tie and demonstrate the uses of the following knots: Reef Knot, Sheet Bend, Clove Hitch, Bowline, Sheep Shank, Fisherman Knot, Round Turn and two Half Hitches.
- c) Tie and demonstrate Sheer Lashing Mark I and Mark II.
- d) Make a gadget or handicraft useful at home.



4. SERVICE

- a) Undertake a Company Service Project in your School or Guide Headquarters under the guidance of your Guide Captain. X X
- b) Deal with simple cuts, burns and bleeding from the nose.
- c) Undertake household responsibilities like cooking, water storage, hospitality, cleanliness etc. with the help of your parents for a week.
- d) Daily good turn at home and maintain a diary at least for a month.
- e) Participate in the following activities:-
 - i) Discuss with your Guide Captain and render some service involving any one of the points of Guide Law and submit a report to your Guide Captain within a week.
 - (ii) Undertake a nature study project in consultation with your Patrol Leader and submit the report within ten days.

OR

Visit a Village Panchayat Samiti / Block Development/Municipality/Municipal Corporation office and learn about the services rendered by one such public organization and submit a report to your Guide Captain within ten days.

5. COMMUNICATION:

Be able to use the PCO/Mobile Phone and be acquainted with the facilities available on it.

6. OUT OF DOORS:

- a) Know the simple wood craft signs and follow a trail with your patrol for not less than half a kilometre.
- b) Know and practise Road Safety Rules for pedestrians.
- c) Participate in a nature study trail.

7. Serve as a Pravesh Guide for at least six months.



1. LOOKING AFTER YOURSELF

a) Be able to tell correctly "your duties at home". (Choose any ten)

Being an active Guide and obedient child, you have to :-

1. help in meal planning and grocery shopping.
2. help in preparing lunch and take home cooled lunch to school
3. peel carrots and potatoes
4. Involve in more challenging preparation of food, including baking and cooking with assistance and cleaning/ cutting the vegetables.
5. keep the dresses ready previous night for the next day
6. attend to personal hygiene
7. fold clothes and keep them in proper place
8. attend the phone properly
9. maintain garden
10. feed pets and clean their living area
11. assist in caring for younger sibling
12. prepare a simple meal independently
13. care for own belongings
14. arrange the belongings
15. earn your pocket money
16. start to learn money management: Saving, giving, spending
17. think about others, and practise appropriate manners.
18. all the above with increasing challenge



Paste pictures/photographs of your above duties in your diary and get verified by your parents.



b) Be able to make your bed.

A Guide should know how to keep her bed clean and in order at home.

There are many ways of making a comfortable bed in camp but always have a waterproof sheet over the ground between the bed and the earth. If straw is available, you can make a mattress of it. To make it, set up a camp loom and weave it out of ferns, heather, straw or grass, six feet long and two feet nine inches across. With this same loom you can make straw mats with which to form tents or shelter or walls. You can also be comfortable with making a big bag of canvas or scout linen, 6 ft long and 3 ft wide. This will do to roll up your kit in for travelling. The pillow cover can be used as your cloth bag.

c) Know the health rules regarding personal cleanliness.

"Healthy mind in a healthy body",

"Health keeps us happy and others happy too".

"Healthy Guides are physically fit, mentally alert and socially useful"

"Healthy Guides build a healthy nation"

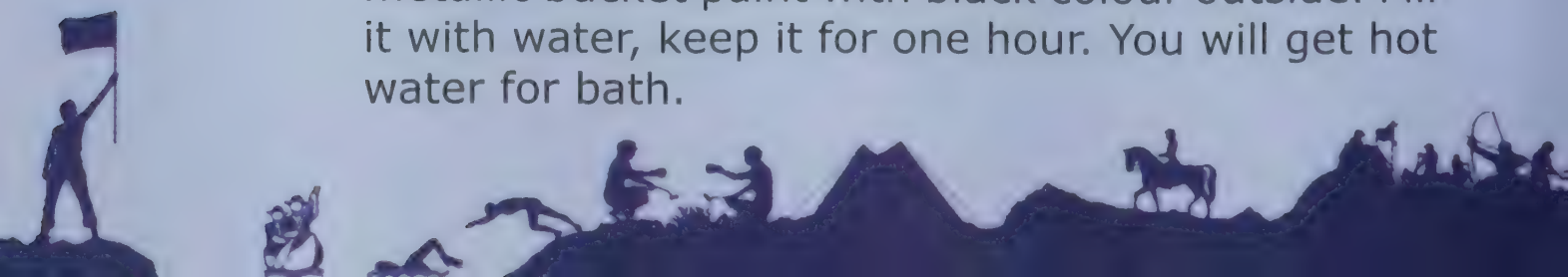
Guidelines are not enough; you have to practice health rules regularly.

(1) FRESH AIR:

- Morning walk is the best. Evening walk is a must.
- Grow lot of trees for fresh air.
- Keep the windows open.
- Don't breathe through your mouth.
- Don't cover your face while sleeping.

(2) SUNLIGHT:

- Walk and play in the morning and evening sunlight.
- Heat a bucket of water on a sunny day. Take metallic bucket paint with black colour outside. Fill it with water, keep it for one hour. You will get hot water for bath.



- Sun light is very good for health and is the only source of Vitamin D.

(3) CLEANLINESS of BODY

- Do not grow nails, cut the nails once a week/a fortnight.
- Keep all parts of your body clean by bathing and washing regularly.
- Brush your teeth well, especially after every meal [strictly before going to bed].
- Comb your hair daily after oiling with good hair oil and wear the plait neatly.
- After a head bath, dry the hair.

(4) CLEANLINESS OF SURROUNDINGS:

- Keep the surrounding clean without throwing waste and litter, which should have a place in the dustbin. Dispose the waste regularly. Choose a suitable place and sweep and swab once a week for at least a month.
- For your log book assignment

Paste a picture of clean and neat street.	Paste a picture of your School showing clean surrounding.	Draw a garden with dust-bins.
--	--	--------------------------------------

(5) CLOTHINGS:

- Wear clean and loose dress. Tight dress obstruct free breathing.
- Wash your clothes yourself. It will last long.
- Wear cotton and light coloured clothes during summer and warm and dark coloured clothes during winter.

(6) FOOD:

- Healthy food must have raw vegetables, fruits and sprouted cereals at all meals.
- Chew well
- Drink sufficient pure water but it should be at least before/after 1 hour of the meals.
- Don't get addicted to deep fried/fast foods.



- Don't eat food which are kept open.
- Take light food always. Do not take more than you require.
- Take such items which will give calories as per requirements.
- Do not waste food.
- Breakfast should be heavy. Lunch should be medium and Dinner should be light.

Activity-1: Make a list of items for healthy breakfast and one lunch.

Activity-2: List out importance of Carbohydrates, Fat, Minerals, Vitamins and the items carrying these.

(7) SLEEP AND REST:

Rest for a short period after hard work-you will be relaxed.

Sleep well at least for seven to eight hours. Your body will be energized.

Wash your face and feet before sleeping.

Think good things and thank God before you go to bed.

d) Learn B.P.'s Six exercises and practise Yoga/ Asana /Surya Namaskar.

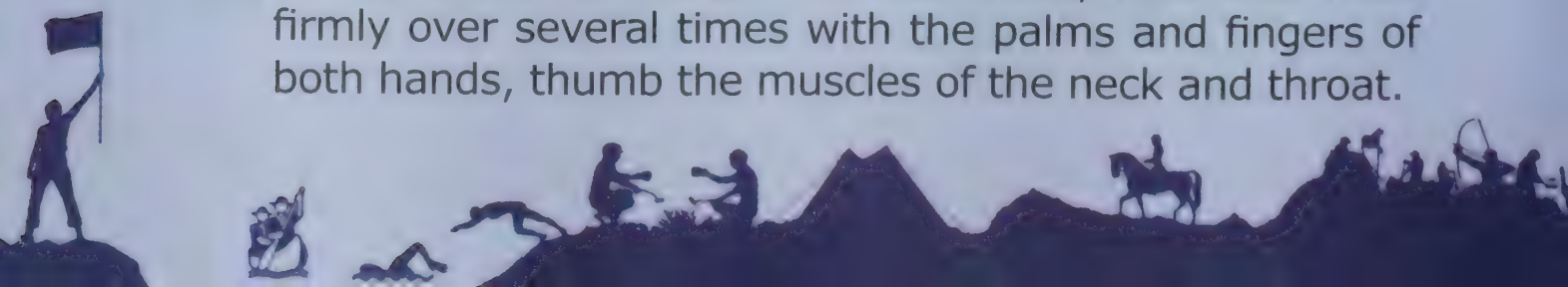
BP's SIX EXERCISES:

Any girl can make herself strong and healthy through some regular exercises. They take only ten minutes and do not require any apparatus. Do them immediately after getting up and just before going to bed.

Here are some good exercises suggested by Lord Baden Powell in **Scouting for Boys, camp fire yarn no. 17.**



(1) **For Head and Neck-** Rub the head, face and neck firmly over several times with the palms and fingers of both hands, thumb the muscles of the neck and throat.



Then comb your hair, clean your teeth, wash out your mouth and nose, drink a cup of cold water and then go on with the following exercises.

The movements should all be done as slowly as possible. Breathe the air in through your nose and breathe out through your mouth.

- (2) **For Chest-** From upright position bend to the front, arms stretched downwards, with back of the hands together in front of the knees. Breathe out.

Raise the hands gradually over the head and lean back as far as possible, drawing a deep breath through the nose as you do-that is, drinking God's air into your lungs and blood. Lower the arms gradually to the sides, breathing out the word "Thanks" (to God) through the mouth.

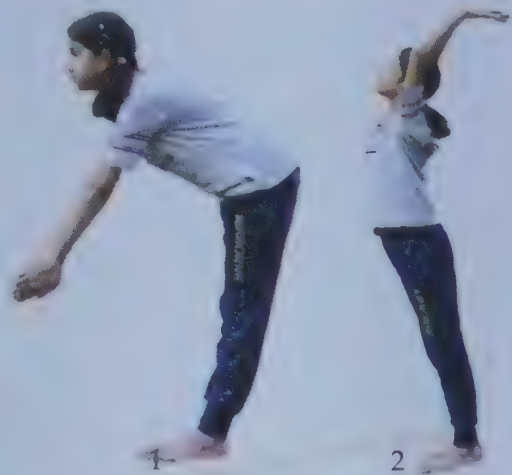
In the pictures, an arrow with a circle means breathing out through the mouth.

Lastly, bend forward again, breathing out the last bit of breath in you, and saying the number of times you have done it, in order to keep count.

Repeat this exercise twelve times.

Remember while carrying it out that the object of the exercise is to develop shoulders, chest, heart and breathing mechanism within you.

Deep breathing is important to inhale fresh air into the lungs to pushing the blood, and for developing the size of the chest, but it should be done carefully, and not overdone. It is done by inhaling air in through the nose until it swells out your ribs as far as possible,



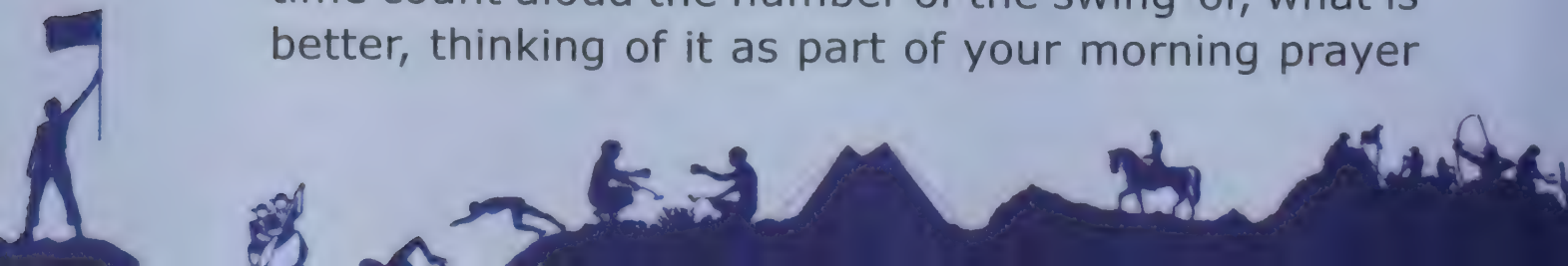
then, after a pause, you breathe out the air slowly and gradually through the mouth until you empty off air left in your lungs, then after a pause repeat the same.

Singing develops simultaneously proper breathing and development of heart, lungs, chest, and throat, together with dramatic feeling in rendering the song.

- (3) **For Stomach-** Standing upright, stretch out both arms, fingers extended, straight front, then slowly swing round to the right from the hips without moving the feet, and point the right arm as far behind as you can keeping both arm level with shoulder, or a little higher than, the shoulders. Then, after a pause, swing slowly round as far as you can to the left. Repeat this a dozen times.

This exercise is to move the inside organs such as liver and intestines, and help their work, as well as to strengthen the outside muscles round the ribs and stomach.

While carrying out this exercise, the breathing should be carefully regulated. Breathe in through the nose (not through the mouth), while pointing to the right rear; breathe out through the mouth as you come round and point to the left rear, and at the same time count aloud the number of the swing-or, what is better, thinking of it as part of your morning prayer



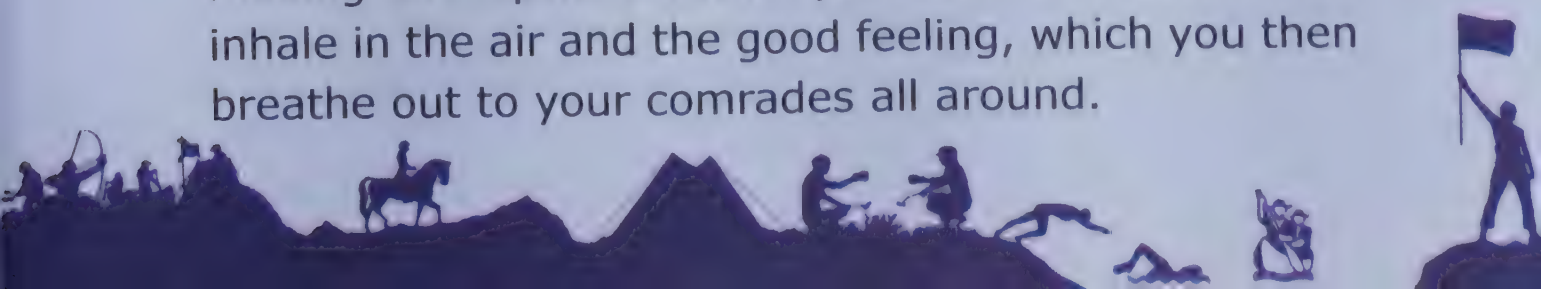
with God, say aloud: "Bless Tim", "Bless Father", and any of your family or friends in turn.

When you have done this six times to the right, change the breathing to the other side: breathe in when pointing to the left rear, and breathe out to the right.

- (4) **For Trunk** - "Cone Exercise".-Standing in "Alert", raise both hands as high as possible over the head, close to the ears and link fingers. Lean backwards, then sway the arms very slowly round in the direction of a cone, so that the hands make a wide circle above and around the body, the body turning from the hips, make circle. This exercise strengthen the muscles of the waist and stomach.

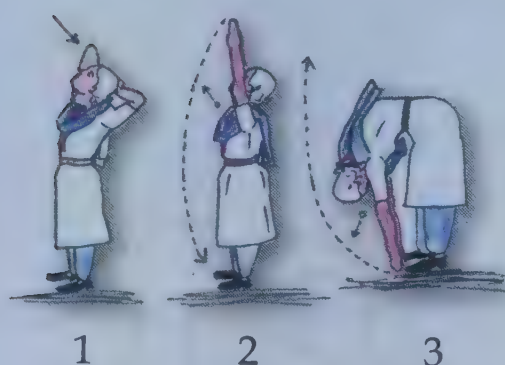
Repeat, six times to either side.

A meaning attached to this exercise, which you should think of while carrying it out, is this. The clasping hands mean that you are knit together with friends-that is, other Guides-all around you as you sway round to the right, left, before, and behind you; in every direction you are bound to have friends. Love and friendship are the gifts of God, so when you are making the upward move you look to heaven and inhale in the air and the good feeling, which you then breathe out to your comrades all around.



(5) **For Lower Body and Back-** Like lack one of the exercises, this is, at the same time, a breathing exercise by which the lungs and heart are developed, and the blood made strong and healthy.

You simply stand up and reach as high as you can skywards, and backwards, and then bend forward and downward till your fingers touch your toes, without bending your knees.



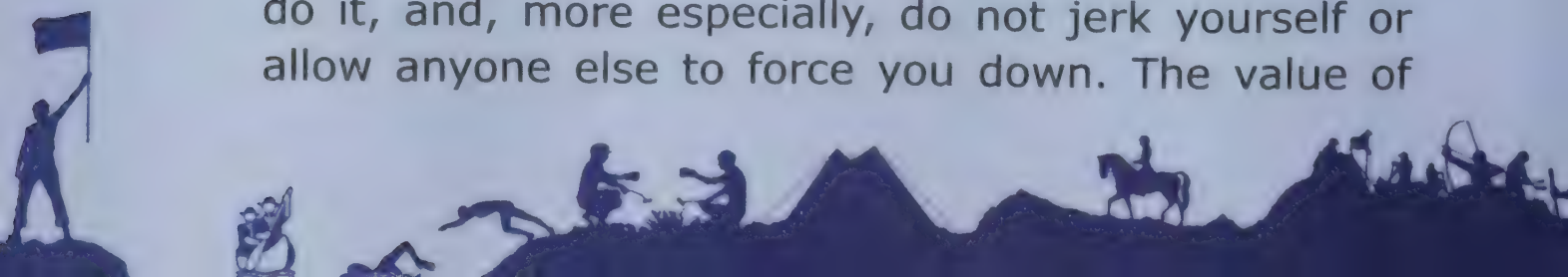
Stand with the feet slightly apart, touch your head with both hands, and look up into the sky, leaning back.

If you mingle prayer with your exercises, as described to you before, you can, while looking up in this way, say to God: "I am yours from top to toe", and drink in God's air (through your nose, not through the mouth). Then reach both hands upwards as far as possible (Fig. 2), breath out the number of the turns that you are doing, and bend slowly forward and downward, knees stiff, till you reach your toes with your fingertips (Fig. 3).

Tuck in the small of your back while on the downward bend.

Then, keeping arms and knees still stiff, gradually raise the body to the first position again, and repeat the exercise a dozen times.

The object of this exercise is, however, not to touch the toes, but to massage the stomach. If you find you cannot touch your toes do not force yourself to do it, and, more especially, do not jerk yourself or allow anyone else to force you down. The value of



the exercise lies in the upward stroke as against the downward stroke.

(6) For Legs, Feet and Toes -

Stand barefooted, at the position of "Alert". Put the hands on the hips, stand on tip-toe, turn the knees outwards, and bend them



slowly till you gradually sink down to a squatting position, keeping the heels off the ground the whole time.

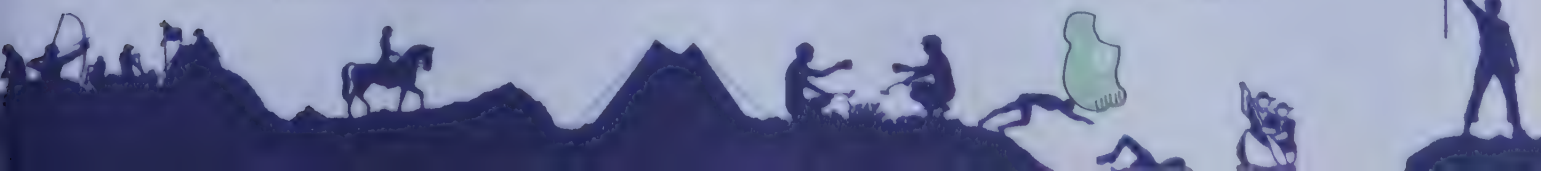
Then gradually raise the body and come to the first position again.

Repeat this 12 times.

The small of the back must be tucked in. The breath should be drawn in through the nose as the body rises, and counted out, breath out through the mouth, as the body sinks. The weight of the body must be on the toes all the time, and the knees turned outwards for you to balance easily. While performing the practice you should remember that its object is to strengthen the thighs, calves, and toe-sinews, as well as to exercise the stomach, so if you practise it several times during the day, at any odd moments, it will do you all the more good.



And you can connect with this exercise, since it makes you alternately stand up and squat down, that whether you are standing or sitting, at work or resting, you will hold yourself together (as your hands on your hips), and make yourself do what is right.



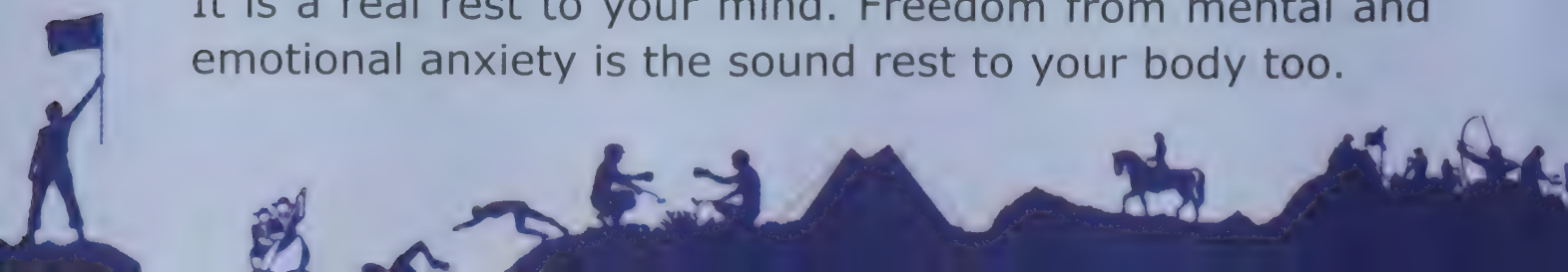
SURYA NAMASKAR



While performing Surya Namashkar the breathing exercise (Pranayam) gives more oxygen to your lungs. The rhythm of breathing becomes heavy with vitality. Each breath becomes deep and clear. It carries more oxygen to the parts of your body.

The vital points (The Chakras) in the body get charged. The Surya-Tej in these Chakras gets enlightened with the thought and sight of the Sun God.

While performing Surya Namashkar think nothing but about the Sun God. Concentrate yourself on the meaning of the Surya Mantra, the steps in the Surya Namashkar, their sequence, the proper activities of the different parts of the body, where you feel stress, stretch, strain etc. This will shut off your mind from thinking. Thoughtless state of mind contains no mental stress and strain at all. It is a real rest to your mind. Freedom from mental and emotional anxiety is the sound rest to your body too.



The word Moksha means to be relieved from fear and tears. It is to get freedom from all types of woes and worries. This is the released state of mind which gives you absolute happiness. All the virtues, the divine qualities which are nothing less than GOD HIMSELF are the carriers that take you to the absolute happiness-the Moksha.

The starting shloka, the Sankalpa, the prayer, the concluding shloka, the Samarpan and the shloka of dedication are important in the process of know thyself. If you can't (or don't want to) recite these shlokas give a thought to the meaning of each shloka while practicing Surya Namashkar.

Early morning is the best time for Surya Namashkar. Don't eat anything at least for five hours prior to Surya Namashkar.

Follow the body postures in each step very scrupulously. If it is not possible for you at the beginning you are free to make some minor changes, here and there, for the time being. But your final aim is to attain the perfect position.

All the diagrams merely indicate only outward body posture roughly. They are not the ideal state of Asana.

Each movement of the Asana should be divided into parts and performed gracefully.





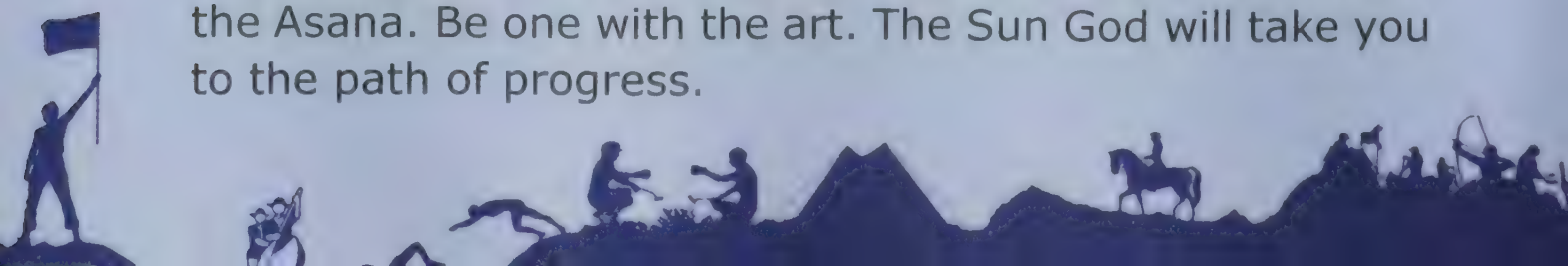
While performing the Asanas keep your belly and hip part loose. Get the feel of the stretch and strain at the particular part of the body. The rest of the body should be free of muscle tension.

Go slow. Slow speed is for (Sharir Shuddhi) cleansing the body of all sorts of toxins, fats, unwanted secretions and for restoring health. Each movement of the Asana should be graceful. Use all your physical ability to experience the stretch and strain on your body while performing the Asana.

There are twelve steps in Surya Namashkar. You can count five seconds for each step of the Surya Namashkar. It means that one Surya Namashkar goes for one minute (and a bit more). This is the normal speed to perform twelve Asanas / one Surya Namashkar. This speed ensures Sharir Vruddhi. Steady progress in overall health and happiness. At the beginning, of course, you have to go very slow.

The body posture is important. If you have any problem at any step, revise all the given information, about the particular step, in the light of your problem. Your doubt will be solved. Make use of phone / E-mail to get your doubts cleared.

You can gain perfection in the Surya Namashkar after a long and steady practice. Be patient. Maintain slow and steady progress everyday to reach to the right posture of the Asana. Be one with the art. The Sun God will take you to the path of progress.



It is said that twenty-four Surya Namashkar, if done properly, are equal to five hundred sit-ups / pull-ups. It may be a statement of exaggeration. But it is worth to experience the physical fitness that you attain after you start practising Surya Namashkar. At the beginning of the practice, one Surya Namashkar consumes 02.30 KCL. This exercise burns out a lot of calories and reduces body mass and body weight.

If your physical capacity is to perform twelve Surya Namashkar at a time, perform only five. Give importance to use all the physical abilities to perform each and every Asana of Surya Namashkar.

The seven Chakras (the vital points), in your body govern every of your activity. They motivate you to act, give ability to perform the act and get the action done. Doctors also give prime importance, directly or indirectly, to these vital points while treating a patient. Overall health and strength is restored through Surya Namashkar.

Persons suffering from slip-disk, arthritis, heart attack etc are suggested to take medical opinion before they start the practice of Surya Namashkar.

If your breathing goes fast while practising Surya Namashkar, either take some rest or stop performing more Surya Namashkar for the day. After the practice of Surya Namashkar is over you should lie down in Shawasan/Yoga Nidra for some time.

Yoga/Asanas

Any 12 Asanas to be practised by Guides under the supervision of a trained person in the respective field.

e) Stitch a button.

- A Guide should carry needle and thread along with her Camp kit as a part of personal requisites. She should have knowledge on stitching at least fixing a simple button on her dresses, etc.

f) Clean/Polish canvas/leather shoes.



- Shoes should be kept in sun light before use if possible. ✕ ✕ ✕
- Should be cleaned daily with dry cloth after the use.
- After cleaning by dry cloth (Nylon old socks will be better) polish the shoes and rub with brush as you can. Then again run with Nylon cloth.
- Never use new/tight shoes directly as it may cause scald or injury in the feet. Before using the same, put Mustard oil inside of the leather to become soft and then clean it with dry cloth.
- While going on trek, you can put powder inside the socks which will help a lot.

Canvas Shoes:

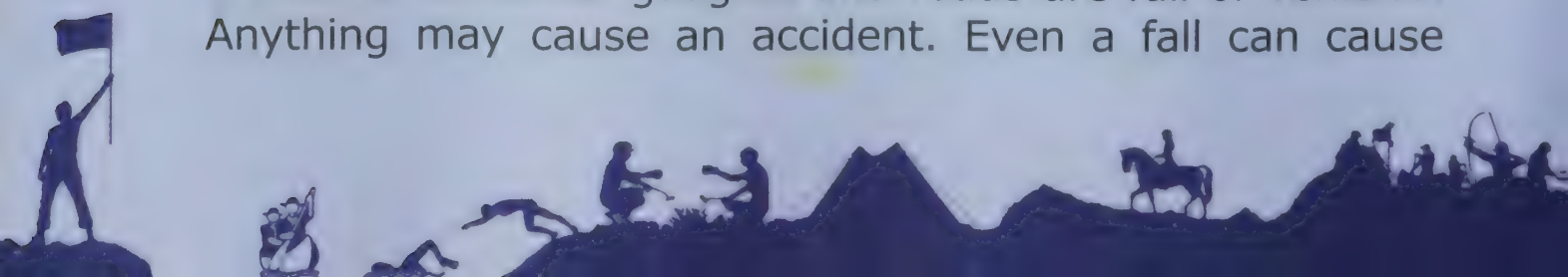
- Shoes should be kept in sun light before use if possible.
- Should be cleaned daily with dry cloth and then with wet cloth after the use
- Should be washed at least once in a week with water and dry it in the sun light.
- Now a days readymade polish is available. Polish it and dry in sun light.

g) Make a personal First Aid kit and know its contents:

FIRST AID KIT: 1. Triangular Bandage (Here you can also use your Scarf to meet any emergency) 2. Roller Bandage, 3. Antiseptic Cream, 4. Band-Aids, 5. Common Medicines like Paracetamol, Avil, Avomine etc, 6. Ointment like betadine etc. 7. Dettol, Burnol etc. 8. Common Salt, Sugar, Glucon "D", ORS etc, 9. Sterilized Cotton 25gms 10. Scissors, 11. Note Book, Pen, Soap and a napkin.

h) Should know the Definition and Golden rules of First Aid:

We are living in the age of accidents. It may happen anywhere and everywhere as our bathrooms and kitchen are full of electrical gadgets and roads are full of vehicles. Anything may cause an accident. Even a fall can cause



accident. As you have committed to "Service", you have to render service when an accident occurs. You have to master First Aid. If first aid is done wrongly, it will become last aid.

First-Aid definition:

The immediate help given to an injured person, until expert medical attention is received.

Remember the Golden Rules of First Aid:

1. Do first things first, quickly-quietly without fuss or panic.
2. To assess the situation be calm, give confidence, talk to her/him, listen to her/him and reassure her/him.
3. Check ABC A-Airways, B-Breathe, C-Choking if any.
4. Give artificial respiration if breathing has stopped.
5. Stop bleeding if any.
6. Treat for shock.
7. Do not attend too much.
8. Do not allow people to crowd around.
9. Don't remove clothes unnecessarily.
10. Arrange for transportation of the casualty as soon as possible.

***N.B: The contents in the First-Aid kit may be replaced once in every three months or when expire as Precautionary measures. The dressing material to be wrapped in a thick cover or pouch.**



2. DISCIPLINE:

a) **Learn about your Patrol, its Flag, Song, Patrol Corner and participate in Patrol in Council**

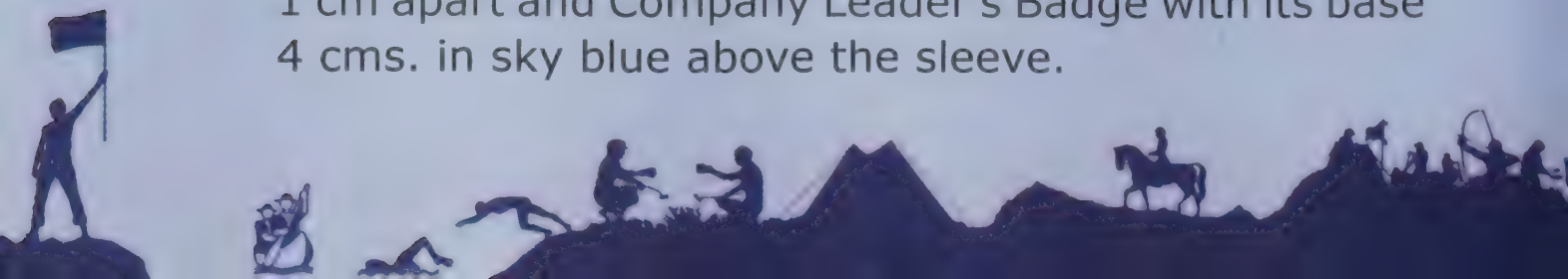
You have been with your Patrol for more than three months. Don't you agree that you have enjoyed working in a Patrol with friends? You would have noticed that each one of you in the Patrol belongs to different religion. You all have come from different culture and each has different family background. There are differences in ideas, speed of work and way of work. With all these differences you should adjust with each other, caring and sharing ideas, materials and work. You are recognized only through your Patrol. This goes with the saying "**I not for I, but I for WE**". All of you should share all the fame and blame together. This is the democratic way of living.

You must know about the Patrol System.

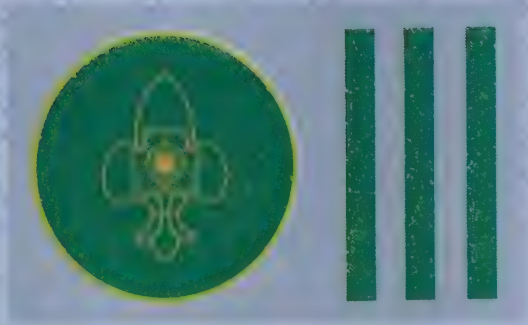
(1) Patrol System: is functioning of patrols in a Guide Company, a unique method based on democracy. Guide Company is governed by the body of Patrol Leaders and the Company Leader.

Company: Company consists of 24-32 Guides including Company Leader, Assistant Company Leader, Patrol Leaders and Seconds. The Company is divided into four Patrols with 6-8 members in each Patrol. Company is led by a Company Leader under the supervision and guidance of the Unit Leader.

(i) Company Leader: One of the Patrol Leaders, with not less than 6 months service as a Patrol Leader, with Dwitiya Sopan Badge, may be appointed as Company Leader by the Guide Captain in consultation with the Court of Honour. She shall wear the Guide uniform and in addition three Green Armlets each 1.5 cm wide, stitched over the cuff of the left sleeve, each 1 cm apart and Company Leader's Badge with its base 4 cms. in sky blue above the sleeve.



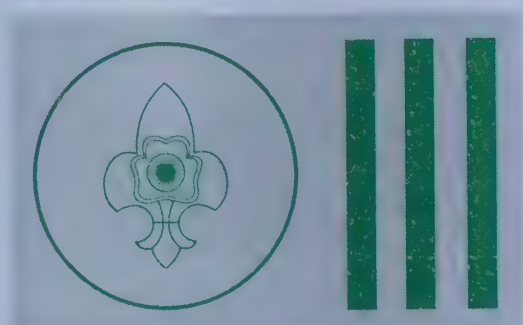
Company leader's Badge is a rectangular Badge with Emblem in yellow on green background with a yellow ring round it and three vertical green stripes to the left of the emblem.



She offers active assistance to the Guide Captain and Assistant Guide Captain and takes charge of the unit in the absence of the Adult Unit Leaders.

2. Assistant Company Leader: One of the Patrol

Leaders with not less than 6 months service as a Patrol Leader, with Dwitiya Sopan Badge may be appointed as Assistant Company Leader by the Guide Captain in consultation with the Court



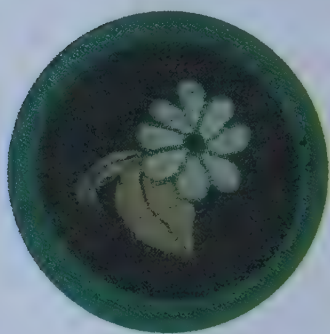
of Honour. She shall wear the Guide Uniform and in addition three green armlets each 1.5 cm wide stitched over the cuff of the left sleeve, each 1 cm apart and Asstt. Company Leader's Badge with its base 4 cms. in sky blue colour above the right sleeve.

Assistant Company Leader's Badge is a rectangular Badge with emblem and ring around it in green colour and three green vertical to the left of the emblem. The Assistant Company Leader assists the Company Leader as directed.

3. Patrol Leader: There shall be a Patrol Leader for each Patrol. Patrol leader is a Guide appointed as a Patrol Leader by the Guide Captain in consultation with the Court of Honour and the concerned Patrol to lead a Patrol of Guides. She shall wear the Guide uniform and in addition two green armlets each 1.5 cm wide stitched over the cuff of the left sleeve each 1 cm. apart.

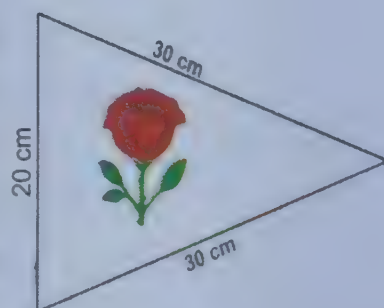


4. **Second:** There shall be a second for each Patrol. A second is a Guide selected by the Patrol Leader with the approval of the Guide Captain and the Court of Honour. She shall help the Patrol Leader and take her place in her absence. She shall wear the Guide Uniform and in addition one green armlet 1.5 cm wide stitched over the cuff of the left sleeve 1 cm. above the lower edge.
5. **Patrol Name:** Each Patrol shall bear the name of a flower chosen in consultation with the Patrol-in-council and every member of the Patrol shall wear the emblem of the Patrol stitched above the left pocket/ at the same place on the sash.
6. **Patrol Emblem:** The Patrol Emblem is a circle in shape of 5 c.m diameter. The background is black in colour encircled by Green all around. In the Centre of



the Circle the emblem flower is designed in original colour. i.e. Rose-Pink Sunflower- Yellow, Lotus- Red, Jasmine- White etc. Members of each patrol shall wear the emblem of their respective patrol on the uniform, above the left pocket or at the same place on the sash.

7. **Patrol Flag:** Each patrol has a flag that displays the emblem of the patrol. The Patrol flag is triangular in shape, white in colour with emblem in red colour. The length of the base is 20 cm and sides 30 cms each.



The best type is the one which has been designed and made by the Patrol itself.



Note : *The colour of the patrol emblem on the patrol flag will be in red colour only irrespective of the original colour of the flower.*

- 8. Patrol Song:** Make up a short song with your patrol. It will not only attract your patrol activities, but also bring all of you closer and increase your patrol spirit.
- 9. Patrol corner:** The Patrol corner is the place allotted for the patrol to practice patrol activities, patrol decorations, etc., either within the Guide Den or in the open ground.



Patrol Corner is the place where you meet to conduct Patrol activities and meetings. It may be permanent or temporary. But it must reflect the spirit of the patrol. Take active part in your Patrol. It will develop your personality which will not only benefit you but would also help the community.

(10) Patrol-in-Council:

Patrol-in-Council is a meeting of all the Guides in a Patrol for the discussion of its affairs under the leadership of the Patrol Leader. It can be a specially called meeting or held during a



normal Patrol Meeting or can be part of the Guide Company programme. The Patrol leader shall be the Chairman of Patrol-in-Council.

(11) Court -of- Honour:



There shall be a Court of Honour for every Company. The Court-of-Honour shall consist of the Company Leader, Assistant Company Leader and Patrol Leaders, the seconds may be admitted as members of the COH. except when matters of discipline are dealt with. The Company Leader or one of the Patrol Leaders elected by COH shall function as the Chairman and one of the members elected shall function as Secretary. The Court-of-Honour will plan the activities; deal with the problems, discipline and finances of the Guide Company. The Secretary prepares the records and reads the proceedings for the approval of all the members. The Guide Captain and the Assistant Guide Captain shall act as advisors. The Court-of-Honour is training for leadership and democracy.

Activity-I DO THIS:

- Learn "Om Sahanav bavatu" verse and know the meaning.
- Draw the Patrol Emblem and write a song of your patrol.
- Practice your Patrol Call.
- Discuss and write the advantages of Patrol system.



Activity-II MATCH THE LIST "B" WITH "A"

A		B
1.	Patrol-in-Council	Elected by COH
2.	Patrol Corner	Name of a flower
3.	Patrol Leader	Group of 6 to 8
4.	COH	Song about the Patrol
5.	Patrol Second	Triangular white flag
6.	Patrol Flag	Leads in the absence of Patrol Leader
7.	Patrol Song	Governing body of the Company
8.	Patrol	Leader of the Patrol
9.	Patrol Name	Patrol Den/Meeting Place
10.	Chairman of COH	Patrol Meet

b) Learn and practice Hand and Whistle Signals.

(1) HAND SIGNALS

Hand Signals – which can also be made by Patrol Leaders with their Patrol flags when necessary

Hand waved several times across face from side to side, or flag waved horizontally from side to side opposite the face means "No", "Never Mind", "As you were".

Hand or flag held high, and waved very slowly from side to side, at full extent of arm means "extend", "Go further out", "Scatter".

Hand or flag held high and waved quickly from side to side at full extent of arm means "Close in", "Rally", "Come here".

Hand or flag pointing in any direction, means "Go in that direction".

Clenched hand or flag jumped rapidly up and down several times, means "run".

Hand or flag held straight up over head, means "Stop", "Halt". Please go through the diagrams on next pages.

When a leader is shouting an order or message to a guide who is some way off, the guide, if she hears what





ATTENTION OR ALERT STAND-AT-EASE BY PATROL



COMPANY IN LINE OF
GUIDE CAPTAIN



COMPANY IN LINE ACCORDING
TO HEIGHT



COMPANY IN CIRCLE
QUICK TIME



ABOUT
TURN HALT



QUICK
TIME



HALT





DISMISS



ADVANCE

DOUBLE
MARCHLIE
DOWNAS YOU
WERE

FOLLOW ME

COMPANY IN
SEMI-CIRCLE

SPOKES FORMATION



CLOSE COLUMN



OPEN COLUMN



is being said should hold up her hand level with her head all the time. If she cannot hear, she should stand still, making no sign. The leader will then repeat louder, or beckon to the guide to come nearer.

Make up your own signals for other commands to your Patrol.

(2) WHISTLE SIGNALS

When a Guide Captain wants to call the Company together she whistles "**the Guide call**" or use a special Company call.

Patrol Leaders there upon call together their Patrols by giving their Patrol call.

Then they take their Patrols "on the double" to the Guide Captain.

Here are some whistle signals for Guides.

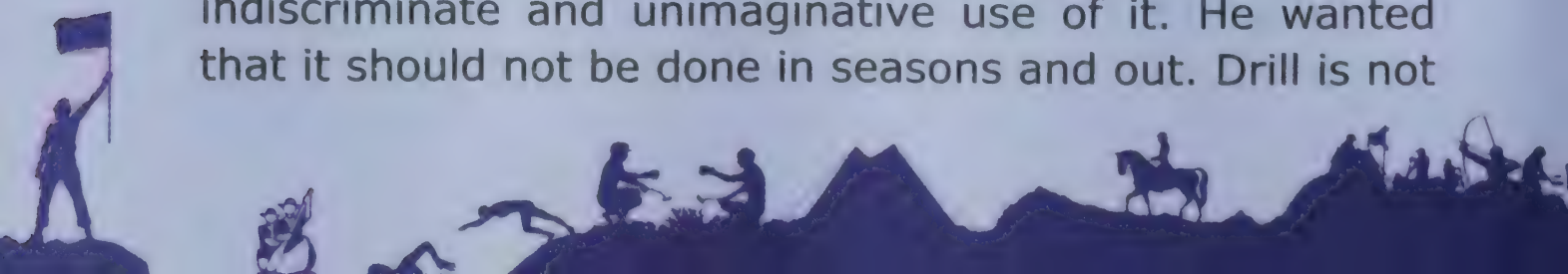
_____	Dash	Silence/Alert
o o o o o o o o	8 Dots	Rally call, close in, come together
o o o ____	3 dots 1 dash	Patrol Leaders call
o ____ o ____ o ____	dot dash dot dash	Danger, Alarm, Be ready Look Out.
____ _	Succession of dash	Disperse
o o ____	two dots and one dash	Duty leader call

Any signal must be instantly obeyed at the double as fast as you can run – no matter what other job you may be doing at that time (**Note :- 3 dots = 1 dash**).

c) Foot Drill: Savdhan, Vishram, Aramse, Dahiney, Bayen & Pichey Mud.

SMARTNESS AND DRILL

Baden-Powell, our Founder was not against drill. He was really in favour of it. What he objected to was the indiscriminate and unimaginative use of it. He wanted that it should not be done in seasons and out. Drill is not



to be overdone. Drill is not everything. There are a thousand and one things of importance which Guides have to do, and to have drill and drill only to the exclusion of these other things is what B.P. objected to.

Guides should know correct *gait* and posture. When they stand they should be able to stand upright and correctly, and when they walk, they should be able to walk with proper *gait*. Baden-Powell has referred to master these in *Scouting for Boys*.



Drill :

Guides should know how to move from one point to another quickly and in good order whether they are together as a Guide Company or in Patrol. Frequent practice in drill will give them the necessary training and keep them smart.

“Scouts should know how to move quickly in Troop and Patrol group from one point to another”, says B.P. “When done right, practice to quick and orderly Movements set them up, and make them to smart and quick.” It strengthens the muscles which support the body, and by keeping the body upright, the lungs and heart, get plenty of room to work and the inside organs are kept in proper position for proper digestion of food.

Drill Commands:

Fall in (Line ban)

Right Dress (Dahine Saaj)

Eyes Front (Samne Dekh)





Stand at Ease (Vishram)

Stand Easy (Aaram Se)

Attention (Savdhan)

Right Turn (Dahine Mur) Left Turn (Bayen Mur)

About Turn (Peeche Mur)

Number (Dahine Se Ginti Kar)

Open Order March (Khuli line Chal)

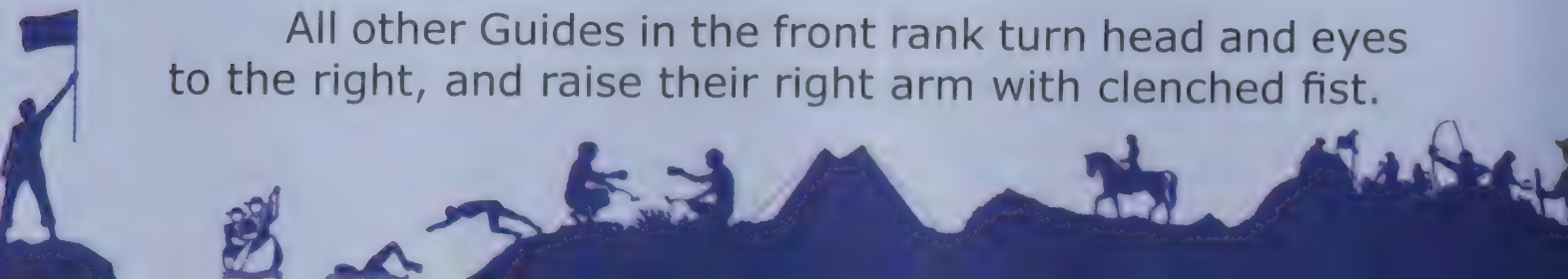
Close Order March (Nikat line Chal)

Dismiss (Visarjan)

Fall in (Line ban): All the Patrols fall in, in a single line in front of the Guide Captain. Formation of two and three lines is used occasionally.

Right Dress (Dahine Saaj): The Guide of the front **line** on the right flank stands still. The Guide immediately behind her raises hand frontward and adjusts the arm distance. Similarly all others in that line will adjust the arm distance.

All other Guides in the front rank turn head and eyes to the right, and raise their right arm with clenched fist.



All other Guides of the second or third line if any cover up from the front rank and dress by looking to the right without raising the hand, on the command "EYES FRONT (Samne Dekh)", head and eyes are brought sharply to the front and the arm is dropped smartly to the side.

Left Dress (Bayen Saaj): Substitute the word left for each word 'right' in the above description.

Stand at Ease (Vishram): Move the left foot off to the left about twelve inches, body evenly balanced on both legs, hands behind the back, right palm resting on fingers of left palm stretched and thumbs crossed. No movement is allowed until the next command "STAND EASY" is given. You can relax, but do not move your feet and do not talk.

Attention (Saavdhan): Bring the left heel closer to the right heel, keep the toes open at 30degrees angle and stand erect. Head and eyes to be front, arms to sides with hands closed fist, and thumbs to the front just behind the seam of the overall/uniform.

Right Turn (Dahine Mur): On the command pivot on right heel and left toe making 90 degrees angle to the right side and bring left foot to the right foot.

Left Turn (Bayen Mur): Substitute the word "Left" for the "Right" and action will be vice-versa of the above description.

About Turn (Peeche mur): On the command pivot point right heel and left toe making 180 degrees angle (completely turning back) bringing the left foot in line with the right foot. To maintain the uniformity generally number is given as One-Two-Three one or One-Two-Three -Four.

Number from Right: (Dahine Se Ginti Kar): All the guides standing in a rank in front of the Guide Captain will give their numbers 1-2-3-4----from the right hand side of the rank.

Open (Khuli line Chal) and Close Order March (Nikat line Chal): All the patrols are standing



one behind the other in front of the Guide Captain with a distance of two steps in between each patrol. When open order command is given the patrols will be marching apart by two steps (first line two steps forward and last line two steps backward). On the command close order column the first line will go two steps back and last line comes two steps forward. On both commands middle line stands still.

Disperse (Visarjan): Turn to the right, salute, one step to the right and disperse.

d) Participate in a Company and a Patrol game :

Games, "For some it means the fun of playing the game of Girl Guide, and to others, it means the fun of playing the game in guiding girls"

Play is nature's preparation for life. It helps to grow mentally, physically and spiritually through Guide games. There are many types of games, some help the Guides to become smart and intelligent and provide an outlet for energy and high spirits. Other Games develop courage, sense of honesty, self control and fair play; while quiet games are important in the development of ingenuity and resourcefulness.

Wide games is one of the types of games, which include Woodcraft games, (i.e. tracking, stalking and nature observation) covering long periods of time and space. The guides should go right out into the open, involving emergencies. First aid, nature Craft, Compass, Mapping etc. This type of games is often played in woods, provided proper planning and organising.



GAMES: It is the best way of helping the group to acquire self discipline.

(1) GAMES-WIDE GAMES AND NIGHT GAMES

Games develop the Physical and intellectual potentials
competition spirit, cooperation
and team spirit,
leadership,
spiritual potentials,
character building,
understanding the nature

Refer Nature Game and Games Galore Books published by the Bharat Scouts and Guides.

Some important games:

(2) WIDE GAMES:

It is a game played in a vast area for a longer period of time with a number of members of a team or teams, providing adventure, romance, fun and joy.

PURPOSE: Develop courage, initiative, leadership, team spirit, physical fitness, character, knowledge, skills, etc.

TYPE: Treasure Type/Seizer Type/Conquest Type.

TREASURE TYPE: Two or more teams separately attempt to obtain a treasure and bring it to safety against the opposition of the other team/ teams.

SEIZER TYPE: Each of two teams attempts to bring a treasure from one spot or the other, at the same time trying to seize the treasure of the other which is moving in the opposition.

CONQUEST TYPE: Each of two teams attempts to conquer a specific spot of ground defend by the opponents from conquering its own piece of ground.

REMEMBER: - "KILL THE GAME BEFORE IT DIES"



3. ROPE WORK

Rope is a very useful article for Scout/Guide activities. The strength of the rope depends upon the material used for its make. for example Manila rope is stronger than the cotton rope. It is also named according to circumference of the rope (size) e.g. 1" rope. 2" rope etc. Thin ropes used to lash poles is known as lashings.

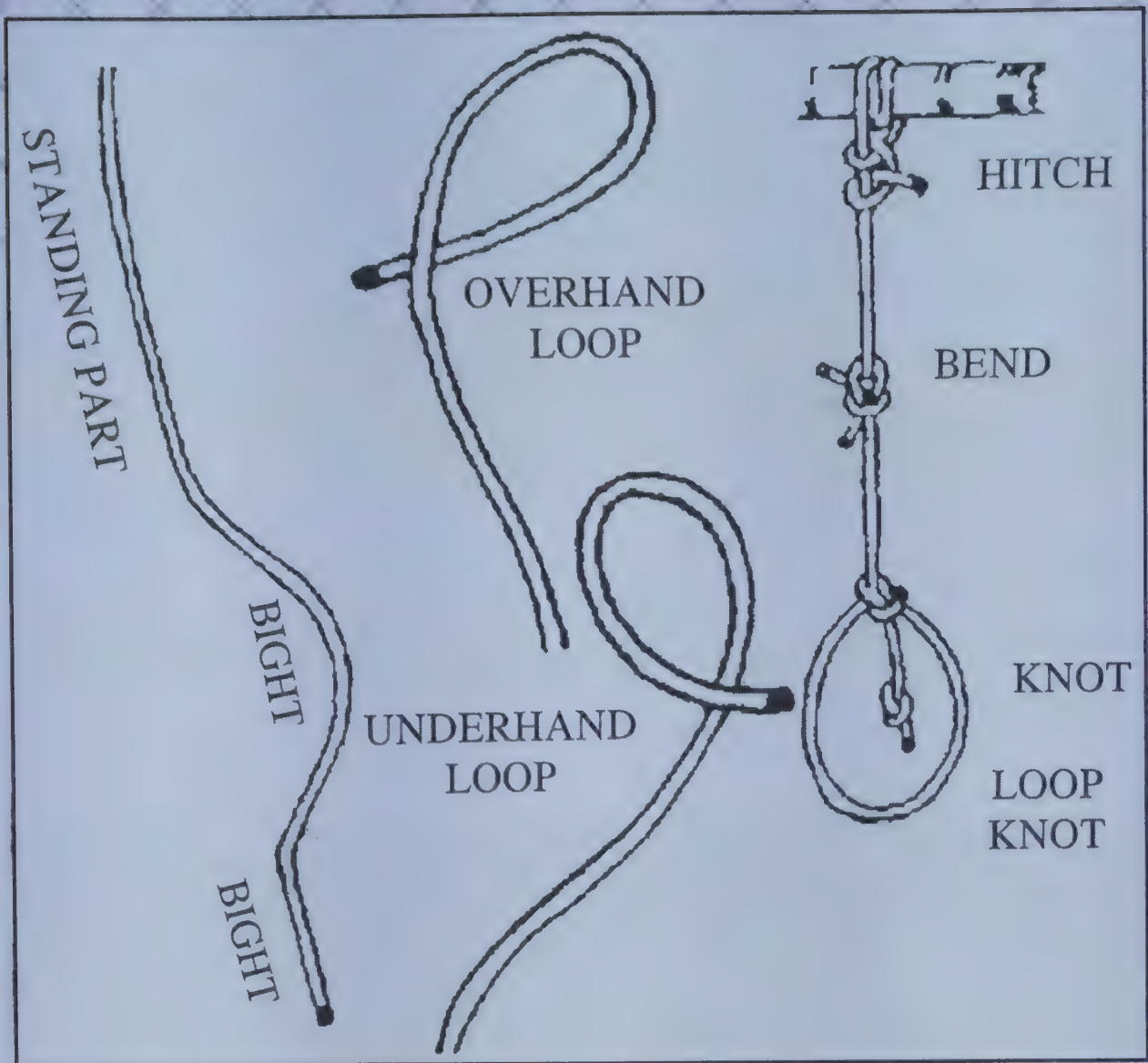
Part of a rope

There are two parts - running end and standing part. The end which is used to tie is known as running end and the other part is known as standing part.

Terms used relating to ropes

1. Overhand
2. underhand loop
3. Half hitch
4. Hitch. To make a hitch an object is necessary. Hitch is a closed loop on a rope or on a pole or peg. Hitch is to be secured.
5. Bend (Eg. Sheet bend). Bending of cloth, rope to tie knot.
6. Bight. An open Loop on a rope.
7. Frapping. The binding together of a rope on Lashing between poles.
8. Haul. The act of pulling a rope to a side.
9. Anchored. Fastened to any immovable object such as large tree, post or picket well driven in to ground.
10. Reeve. The act of threading of rope through pulley or blocks.





Kinds of Ropes

There are different kinds of ropes based on the material with which it is made; coir, hemp, manila, cotton, sisal, flax, nylon and wire.

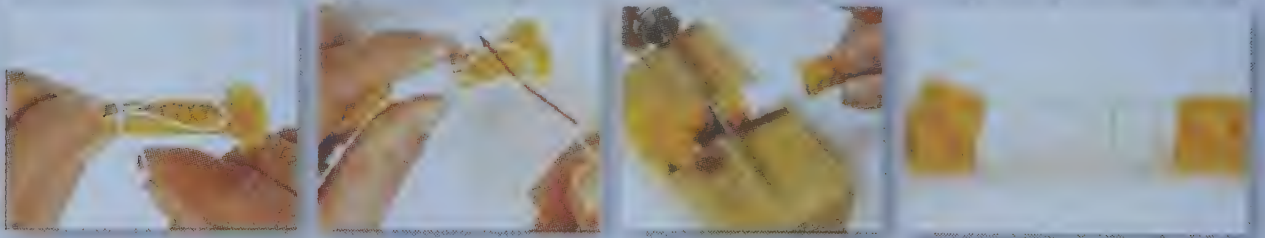
Natural fibres twisted in one direction to make thread; thread twisted in opposite direction to make strands; strands laid up together to make rope.

a) Whipping the ends of a rope

Whipping is a means of protecting the ends of a rope from fraying. Binding strands so tightly with thread preferably twine, so that they cannot untwist or we can say "to prevent unlaying of the strands". Better run the thread through wax, soap or candle grease before use.



Length of whipping to be equal to the diameter of the rope. In simple whipping always take the bent loops in the twine at the strands. After finishing, the end of the string may be trimmed off neatly.



b) Knots

Tie and demonstrate the use of the following knots:

(1) REEF KNOT:



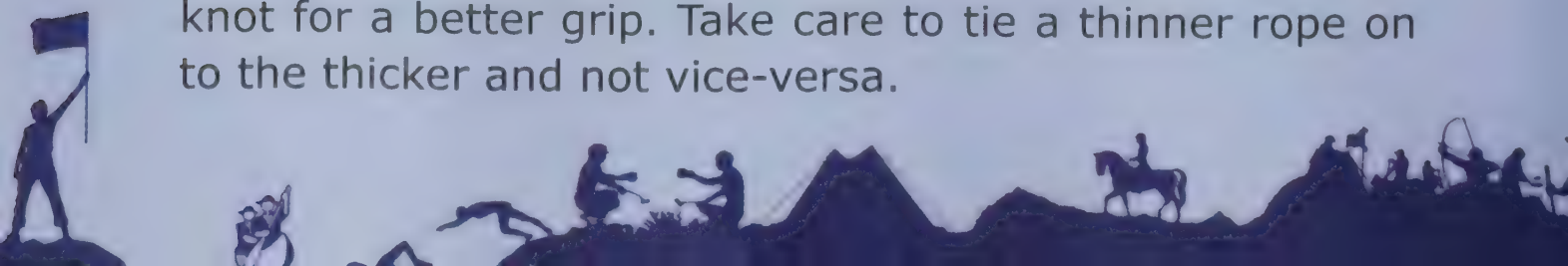
Most common and useful knot for joining the ends of the same rope i.e. to secure a parcel, or a folded tent, to tie rolls, bales, etc., to tie the ends of triangular bandage in first-aid.

(2) SHEET BEND:



The most suited to join the ropes of equal or unequal thickness – very good for dry ropes. This is to make a rope fast to a loop. Also to tie a rope to a sheet.

Let the two ends come out on the same side of the knot for a better grip. Take care to tie a thinner rope on to the thicker and not vice-versa.



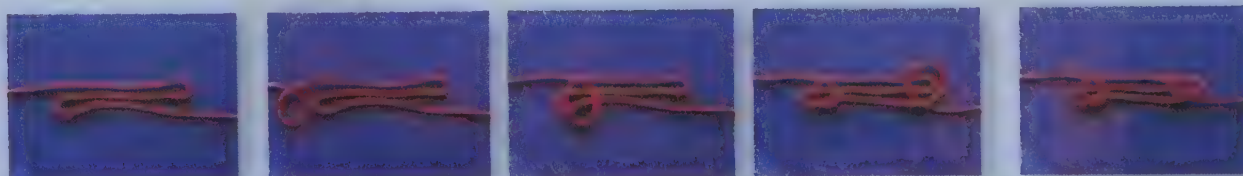
(3) CLOVE HITCH:



For securing a rope to a spar when the other end of the rope is free - to start with and end with clove hitch in lashing.

This can be made at the ends of or standing part of a rope. But the ends should also be fastened (twisted, seized or tied with half hitch) for safety.

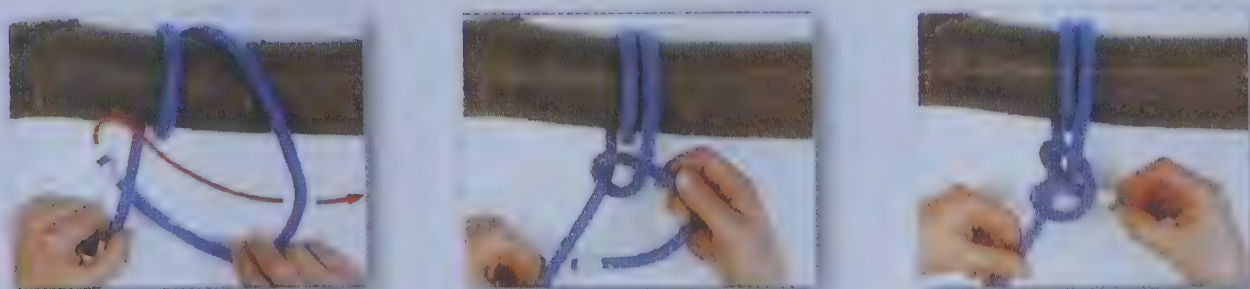
(4) SHEEP SHANK:



To shorten a rope temporarily without cutting it or to avoid strain on a weak part when it is a continuous strain on the rope - use as a device for taking up the slack in a rope when both ends are secured.

Seizing at the ends is safe because on slackening the knot gives way. Or pass the end through the loop, if possible, or use stick at the loop to hold the knot.

(5) ROUND TURN AND TWO HALF HITCHES:

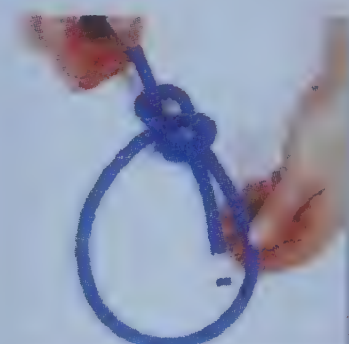


For securing one end of a rope to a post, tree etc. when there is tension at the other end. Making a dinghy fast to a ring or post or for securing a rope which is bearing a strain to a hold fast.



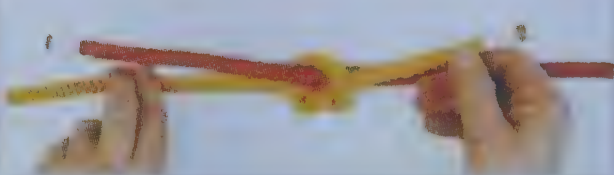
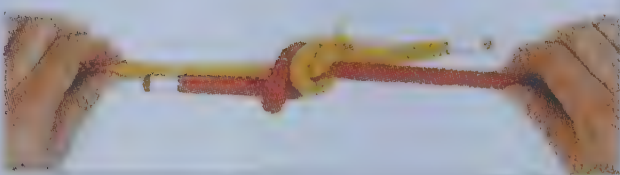
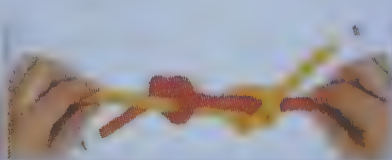
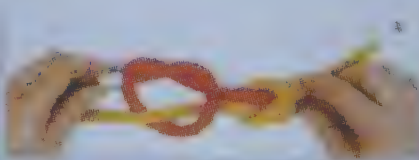
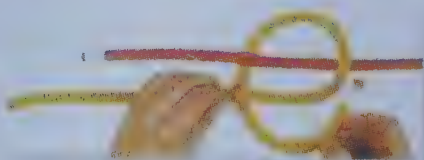
Very useful when the strain is on one side. But two half hitches should be similar exactly (in fact they form a clove hitch) and close to the object to which it is tied.

6) BOWLINE:



A loop that never slips – always made at the end of a rope – used at the end of the life line and for slinging a man, say, for white- washing walls of a very tall building – for climbing and – life saving (lowering people from a burning building or dragging a person out of it – for fastening animals etc.).

7) FISHERMAN'S KNOT:



Another reliable joining knot – most preferred, when the joining material is gut nylon, silk or some other than the usual string or twine – recommended for joining wet ropes and thin or slippery lines. Better if the ropes are of the same thickness.



c) Tie and demonstrate Sheer Lashing Mark I and Mark II.

lashings. When we tie two or more poles or spars together it is known as lashing. There are three general rules while tying lashing i.e. cut the rhythm, over the lashing and in between poles which should not be missed (except in sheer lashing mark II).

At the beginning of lashing after tying clove hitch the balance end should be twisted along with standing part of the rope which should reach atleast one full round on the poles to make the lashing stronger. The turns should be parallel and close to each other (avoid overlapping). The lashing should be neat and tight. Ordinary turns should not be too tight but frappings should be tight enough to make the lashing strong. There should be no cross turns while cutting the rhythm of the turns to make frappings.

Sheer Lashing. There are two types of sheer lashing i.e. Sheer Lashing mark I and sheer lashing mark-II.

(1) SHEER LASHING – MARK-1

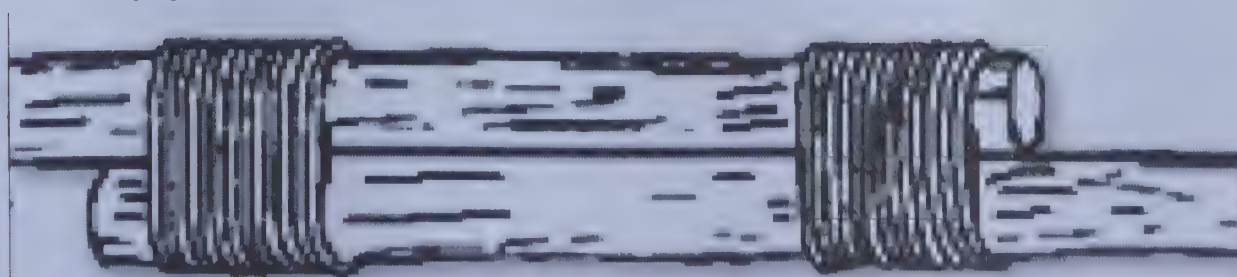


Start with clove hitch round one of the poles and twist the free end round the rope. Make about 10 turns round both poles; do not make these too tight otherwise you will have



difficulty with the frapping turns. Make 2 frapping turns between the poles. Finish off with a clove hitch round the other pole. Uses: to form 'legs' with 2 poles-to form a cloth line.

(2) SHEER LASHING – Mark -2



Start with clove hitch on both of the poles and twist the free end round the rope. Make about 10 turns round on both the poles; Finish off with a clove hitch on the poles. Same way on the other side of the poles joining **Uses:** To join 2 poles together to make a longer pole



d) Make a gadget or handicraft useful at home.

(1) Gadgets: Gadget is an improvised furniture best suited for outdoor living. You have already learnt knots and lashings. Make use of them and prepare any two gadgets for home use.

(2) Handicraft:

Handicraft is a creative art which satisfies self, and people feel happy to look at it. It employs leisure time usefully. Handicraft provides employment, livelihood and also business. India is famous for its handicrafts.

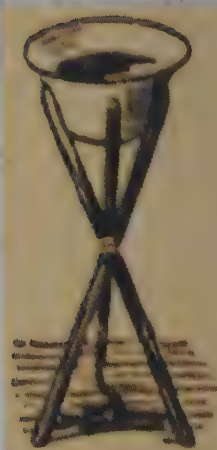
(3) Collect the names of famous handicrafts in India.

Handicrafts should be introduced in Guide Company meetings.

You can prepare variety of handicrafts using a wide variety of materials and arrange an exhibition in your Guide Company.

Handicrafts are of different varieties: Terracotta (pottery), woodcraft, metal craft, paper craft, jute craft, coir craft, plastic craft, nature craft with twigs, leaves and flowers, paintings, embossing, embroidery, flower making and arranging.





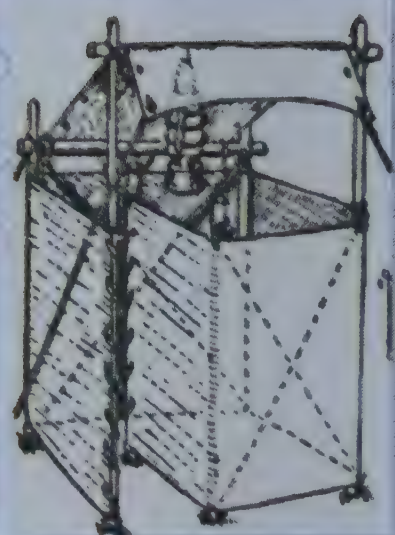
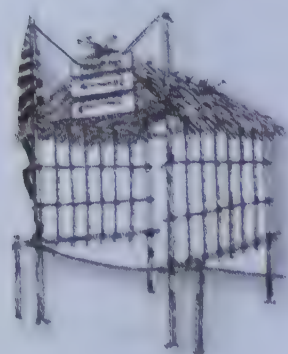
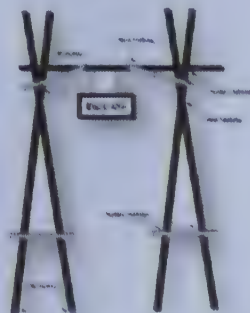
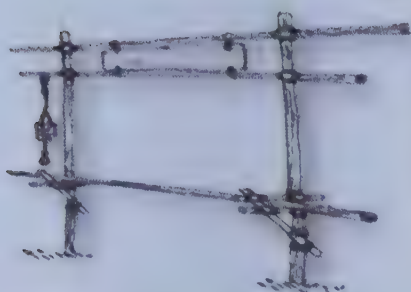
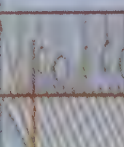
COOKS WASHSTAND

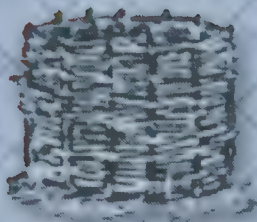


PLATE RACK



MUG TREE

SPOON AND FORK
REST



WASTE BASKET



NOTICE BOARD



BROOM

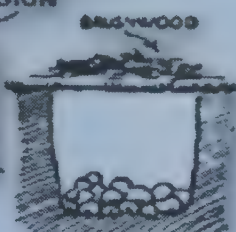


SHOE SCRAPER



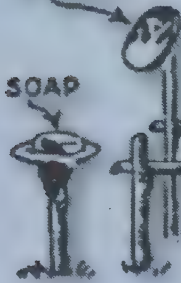
GREASE PIT

TABOO SIGN



BRUSHWOOD

MIRROR



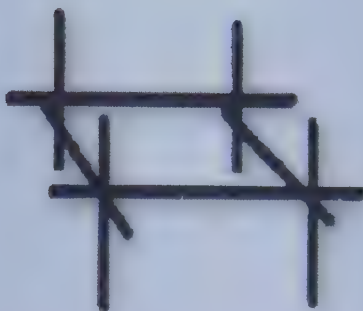
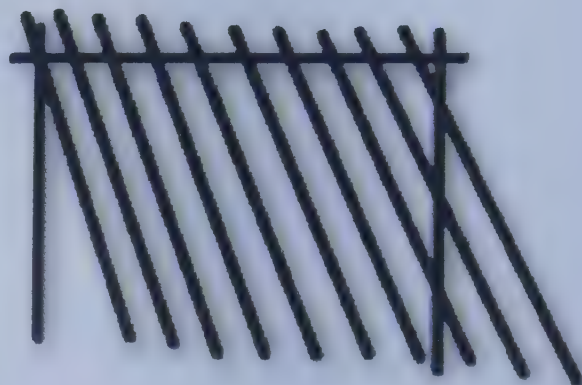
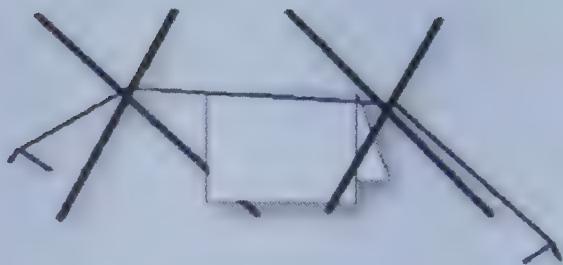
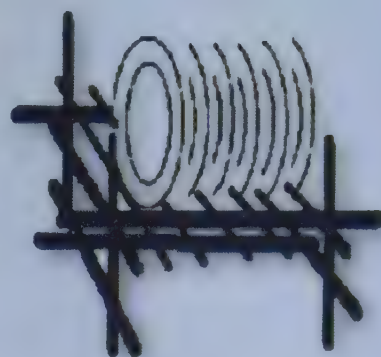
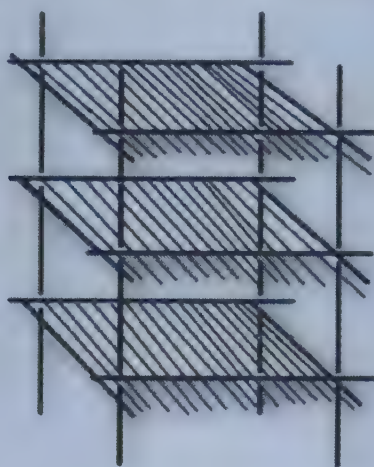
SOAP

OLD GROUND SHEET

RUNWAY

WASHING PLACE

SOAKAGE PIT



“Busy girls brain is a God’s workshop”

Activity:

- ☐ Make handicraft for your home and exhibit in your patrol.
- ☐ You can make the things below:
 - Paper Craft: Buntings, flowers, greetings, covers, models, posters etc.
 - Jute Craft: Foot rug, bag, laudall etc.
 - Plastic Craft: Basket, mat, dolls, flowers, garland etc.



4. SERVICE

a) Undertake a Company Service Project in your School or Guide Head-quarters under the guidance of your Guide Captain:

- Select a Service in consultation with Guide Captain.
- Get approved by Court-of-Honour .
- Obtain essential permissions from Parents, Head of the Institutions.
- Title of the Service Project.
- Date of Commencement.
- Date of Concluding.
- Details of Service in brief with experience along with action photographs, pictures, news cutting etc.
- Obtain Signature of the Project Sanctioning authority.
- Countersigned by Guide Captain.

"Prepare and present a Project report considering the above points"

b) Deal with simple cuts, Burns and Bleeding from the nose.

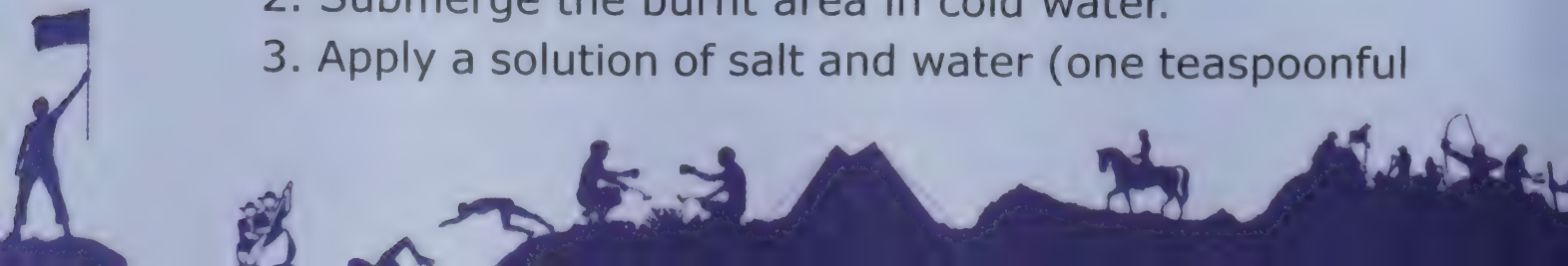
"Become a good First Aider to benefit you and others"

(1) SIMPLE CUTS:

Wash your hands thoroughly. Avoid touching any part of the wound with the fingers or any part of the dressing which will be in contact with wound. Do not talk or cough over the wound or the dressing. Dressing must be covered with adequate pads of cotton wool, extending well beyond them and retained in position by a bandage or strapping.

(2) BURNS:

1. Clean the area gently with clean water.
2. Submerge the burnt area in cold water.
3. Apply a solution of salt and water (one teaspoonful



to a point of water) at the outer places around the wound.

4. Cover with dry dressing
5. Do not apply cotton wool direct to the burn.
6. Do not apply any greasy substance.
7. Give warm drinks, for example sweetened tea or coffee.

(3) HOW TO DEAL BLEEDING FROM NOSE:

Nosebleeds can happen after nasal injuries, overzealous picking or blowing, or when the air in your environment is extremely dry. Some people tend to get nosebleeds more frequently than others; they are pretty common, and rarely life-threatening.



However, they can be a little embarrassing. Follow along after the jump to learn how to stay calm and stop the bleeding.

- **Hold a tissue paper to the nose of the casualty.**

The first thing to do is make sure to pinch the bridge of his/her nose. Grab the closest tissue paper or towel and hold it up to his/her nose to stop the blood from getting everywhere. Pinch his/her nose to prevent a long lasting nose bleed.



- Don't allow patient to blow the nose, since this can make the bleeding worse.
- If the bleeding is heavy, he/she may need to use an absorbent cloth towel.

Get the patient into a comfortable position, don't allow to lay down.

- Make the patient sit on a chair and lean slightly forward.



- The patient's inclination may be to lean back, to work against gravity and stop the blood from flowing so quickly, but if the patient leans back, he/she risks swallowing blood, which can lead to an irritation of stomach and even vomiting.
- The patient may resist the temptation to lie down, for the same reason that he/she shouldn't lean back. Lying down could cause the patient to swallow blood.
- If the patient wants to remain standing, it may be allowed, but it's better to relax his/her body by sitting down for a few minutes while he/she gets control of the nosebleed.

Pinch the nostrils of the patient. The blood that flows during nosebleeds most commonly comes from the fleshy front of the nose. Pinching that section of the nose is the best way to stop the flow.



- Make the patient lean forward and use your fingers to pinch the nostrils shut for 10 minutes. Doing this should help the blood clot and stop running, the same way it does when a bandage is held to a wound on the skin.
- Medicated nasal sprays can also help stop the flow. If you have a nasal spray such as Afrin on hand, spray on the patient's nose with it before being pinched.

Check the bleed. After 10 minutes have passed, release the nose and determine whether it is still bleeding. If blood is still flowing, resume pinching the nose for another 10 minutes.



Apply a cold compress over the bridge of the nose.

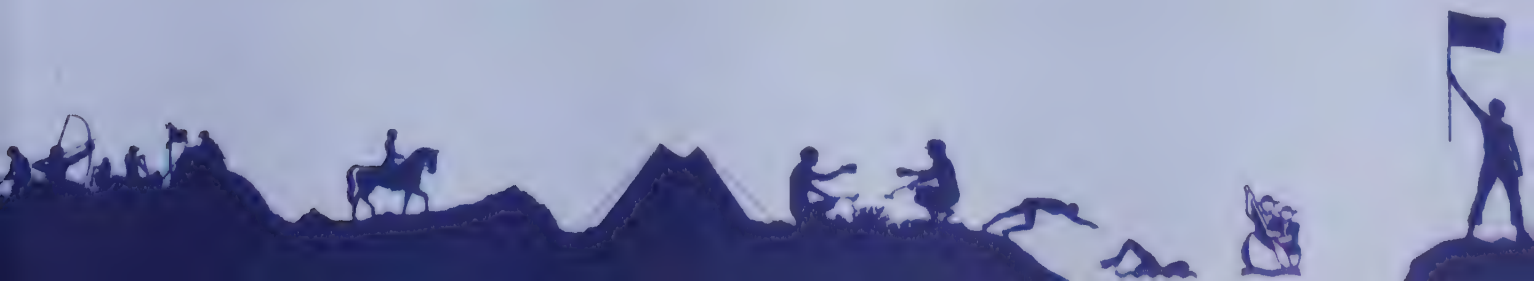
If pinching doesn't seem to be stopping the bleeding, a

cold compress will cause blood vessels to constrict, slowing the bleeding. Try one of these methods:



• Wet a washed cloth with cold water. It is not as cold as it could be, but it is more comfortable than ice on the skin and it should still help.

- Make a quick ice pack. Put ice inside a re-sealable plastic bag, and hold it on top of the patient's nose. Crushed ice is ideal, but cubed works too.
- Keep frozen sponges handy. If anyone tends to get nosebleeds often, this trick can save a lot of time. Get a new kitchen sponge, add a bit of water to it, and put it into a re-sealable plastic bag.
- Put the bag in the freezer, and pull out a sponge whenever you have a nosebleed — it will be easier than hassling with ice cubes while anyone is bleeding.
- **Know when to call a doctor.** Most nosebleeds are not serious, and don't require emergency medical care. In some rare cases nosebleeds are caused by something other than a slight tear in the skin. See a doctor if you experience the following:
 - The patient is still bleeding after 20 minutes.
 - The bleeding started after a head injury.
 - The nose was hit, and is suspected that the nose is broken/damaged.



c) Undertake household responsibilities like cooking, water storage, hospitality, cleanliness etc. with the help of parents for a week.

Guiding is not always an outdoor activity. You must also learn the skill to maintain the household. Home is your living place. Cleanliness, arranging things, purchasing and storing provisions, cooking, water storage, mending the damaged things, waste disposal are some of the household skills and responsibilities.

Clean-sweep, swab, dust the house. Clean bathroom, toilets and surroundings, upkeep of Radio, Tape Recorders, TV, Fridge, Water drum, Water filter, Water tank, Kitchen before and after cooking.

Wash- Clothes and Vessels.

Arrange- rooms, clothes, books, furniture, vessels, flower vase.

Cook and Serve – Simple dishes and salads.

Purchase and Store – Provisions, vegetables, fruits, flowers.

Repair- Stitch the clothes, stitch and bind the torn books, tighten the screws of table, cooker handles etc. fix a wire to a plug, oil the sewing machine, the fuse.

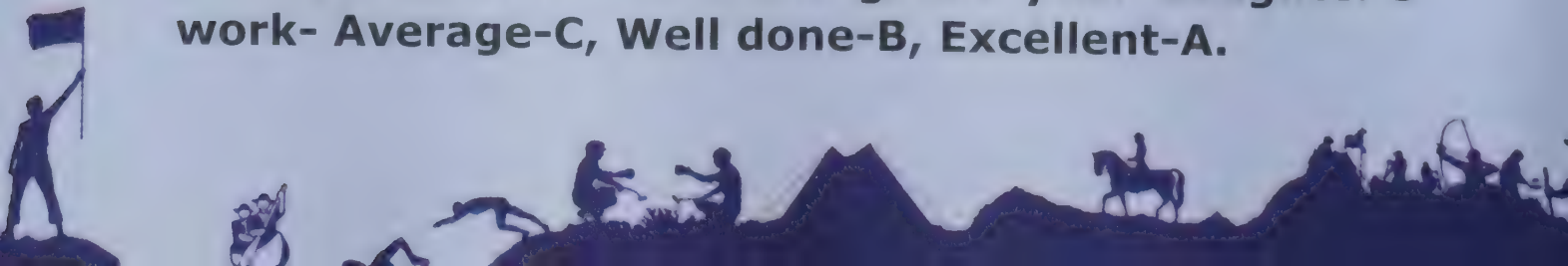
Control the wastage of food, repair water and energy (heat used for cooking and heating water). Conserve water and energy.

“A stitch in time saves nine”

“Maintaining things clean and safe, make them last long”

“Well-done household work saves money, energy and time”.

Note to Parent: Make your child do all the household work at home for a week. Judge and certify her work. You can grade your daughter's work- Average-C, Well done-B, Excellent-A.



CERTIFICATE OF APPRECIATION

This is to certify that my daughter

has served at home for a week and helped me/us.

She will continue to do so in future.

Madam, thank you for taking care of my daughter in every respect of her development.

Date:

(Parents/Guardian)

d) Daily Good turn at home and maintain a diary record at least for a month.

Sl. No.	Action	Date	Sign

e) Participate in the following activities:

i) Discuss with your Guide Captain and render some service involving any one of the points of Guide Law and submit a report to your Guide Captain.

You have realized the importance of the Guide Law and its practical value.

You are practising very conscientiously as a Guide. Select any one of the points of Guide Law, discuss with your Guide Captain and render suitable service. **Prepare and submit a Report on:**

1st and 2nd points of the Guide Law – Trustworthy and Loyal.



- Find the meaning & importance of the law.
- Observe your family members and friends. Find out how many are following it. X X X X X X X X X X
- Observe yourself after becoming a guide.
- Discuss about these values with elders and friends.
- Quote some incidents you know about trustworthy and loyalty to your Guide Captain.
- Collect one or two stories and write briefly.
- Enact a skit on these points.
- Serve your family, school and community, service must be loyal, you should gain the trust of the people.

Loyalty in performing the work entrusted. Make an assignment and list out the work/assignments and how far you have successfully completed the work with your own effort and the assistance of others. Give service, record and report your experiences.

3rd point of the Guide Law – friend to all and a sister to every other Guide.

- Discuss the value of friendship
- Serve a friend in need. Report your service with your experience.
- Co-operation in patrol and Guide Company during the activities.
- Helping each other in the competition.

5th point of the Guide Law – Friend to animals and Loves nature.

- **Refer nature Study.**

6th point of the Guide Law – Protect public property.



- Service of the Park / Bus stands to maintain cleanliness.
- Make posters regarding the protection of public property and display in the public place.

(ii) Undertake a nature study project in consultation with your Patrol leader and submit the report within ten days.

OR

Visit a Village Panchayat Samiti / Block Development / Municipality / Municipal Corporation office and learn about the services rendered by one such public organization and submit a report to your Guide Captain within ten days.

You have to study nature which helps existence. You are following the law "A Guide is a Friend to animals and loves nature". You have to conserve these precious resources. What is Conservation? Conservation is a desirable human value which means use the place and the used up volumes of resources. In order to develop this value of natural resources judiciously, save the resources for future, grow the resources and be ready to do the duty to your community and country you have to study nature. Take up the nature study project consulting with your Patrol Leader and Guide Captain. This study involves the skill like observation, exploration, collection, preservation, recording, reporting and so on.



5. COMMUNICATION:

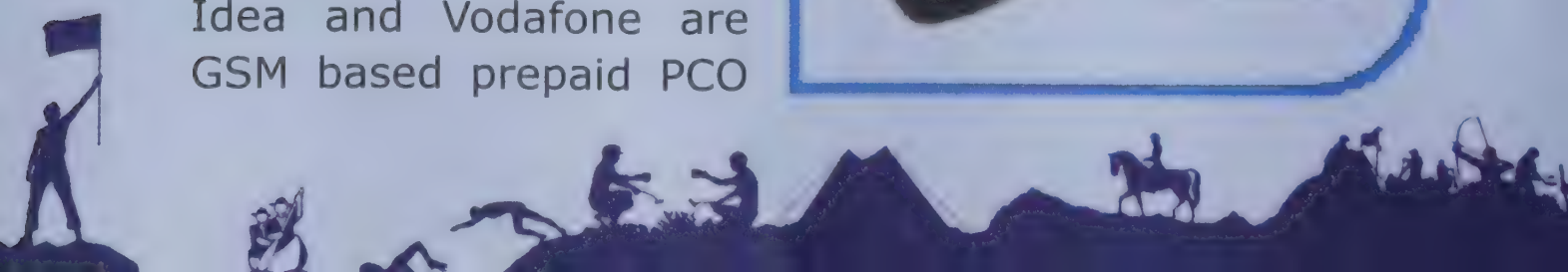
Be able to use the PCO and Mobile Phone and be acquainted with some of the facilities available on it.

A **Public Call Office (PCO)** is a telephone facility located in a public place in India.

In India, manned and automated (coin operated payphone) versions of the service are in existence. BSNL, a public sector corporation, has the largest installation of PCOs in India.

Private sector operators such as Reliance Infocomm, Tata Indicom, Vodafone, Idea and Airtel predominantly are prepaid PCO providers and have a moderate number of PCOs in the public landscape.

There are two types of PCOs. They are **Landline PCOs** and **Wireless PCOs**. They use 2 kinds of technology- CDMA and GSM. Reliance and Tata Indicom are CDMA based prepaid PCO connection providers and Airtel, Idea and Vodafone are GSM based prepaid PCO



connection providers. Initially Department of Telecom of Central government and later BSNL and MTNL and Airtel provide fixed landline postpaid PCO connections. BSNL and MTNL also provide prepaid PCOs.

A **mobile phone** (also known as a **cellular phone**, **cell phone**, **hand phone**, or simply a **phone**) is a phone that can make and receive telephone calls over a radio link while moving around a wide geographic area. It does so by connecting to a cellular network provided by a mobile phone operator, allowing access to the public telephone network.

In addition to telephone, modern mobile phones like smart phone, i phone, Black Berry etc. also support a wide variety of other services such as text messaging, (SMS), email, Internet access, short-range wireless communications (infrared, Bluetooth), business applications, games and photography. Mobile phones that offer these and more general computing capabilities are referred to as smart phones

Today Mobile Phones are also used in the remote part of the Country. It has become essential to have mobiles let it be child, young people or elderly. This system is very helpful for faster communication in emergency.

But remember, as a Guide you should be very cautious while using the Mobile phone and create awareness among the general public in the Community.

- (1) The Mobile should not be mis-used.
- (2) Mobile phone is not to play games or chat or log on to social networking sites or to listen to the music regularly.
- (3) Never put on ear-phone for a long time which may damage your hearing capacity.
- (4) Never cross the road or Railway track using earphone which may be harmful to your life.



- (5) Never use Mobile phones while riding cycle, motor-bike, car etc.
- (6) Never use Mobile phone while in class room, religious places, etc.
- (7) Try as much as possible to keep your Mobile phone on silent or Vibrate Mode.
- (8) Keep ring tone on low volume to avoid disturbances to others.
- (9) Do not use the mobile when it is under charging.



6. OUTDOOR ACTIVITY:

- a. **Know the simple wood craft signs and follow a trail with your Patrol for not less than half a kilometre.**

Outdoor activities would certainly attract you. Outdoor activities include adventure, exploration and so on. The primitive man depended on wild animals for his daily food. He used to go in search of animals. He was able to read many signs like foot prints, blood drops, hair, stamped grass, dung of animals and so on. If he found dung of elephants, he used to guess that the elephant is moving nearby. The blood stains and scattered flesh were a caution to him about tiger, chettah, lion, wolf and so on in the woods. Following such trails is an old game. Rama in Ramayana followed scattered jewels thrown by Sita and reached Jatayu. There are many folk stories in which trails are used. You can make use of these trails during tracking in the forest. Trails can be laid by using small paper bits preferably red, chalk powder, colour powders, small pebbles etc continuously intervals.

Wood craft signs are a secret language of Guides. They are laid in pictured structures. Signs are laid by the leading group and the rest follow them. Rocks, tall grass, tree trunks, twigs, small stones, pebbles, colour powder, chalk piece etc. may be used to lay the signs. It is always laid on the right side of the path. Followers make note of them and prepare a route map. The last person of the group rubs them off and collects messages.



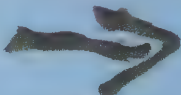
WOODCRAFT SIGNS

These Signs can all be used to make it clear to others, the road or track along which you are travelling.

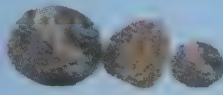
Go Straight this way



Chalked or
Drawn in Sand



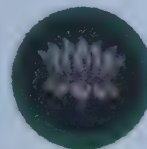
Made with Sticks



Made with Stones



Made By Knotting
Long Grass



→ 4

Message Left by
LOTUS PATROL
4 Paces away

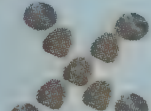
Not this way



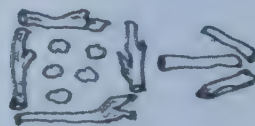
Chalked or
Drawn in Sand



Made with Sticks



Made with Stones



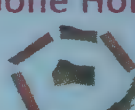
Message Hidden
5 Paces in this
Direction



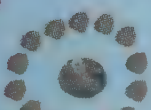
This Way Over
Obstacles



Chalked or
Drawn in Sand



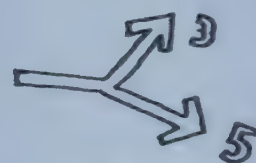
Made with Sticks



Made with Stones



Drinking Water
Water in direction
of Arrow



Trail Splits
3 Members turn Left
5 Members turn Right

Turn Left



Made with Sticks

Turn Right

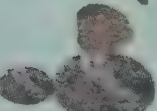


Made with Sticks

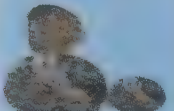
Danger



Made with
Knotting the Grass



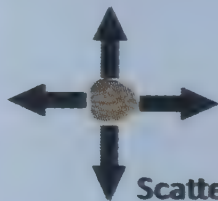
Made with Stones



Made with Stones



Made with Stones



Scatter



Attack



Peace
(Friendly People)



WAR
(Unfriendly People)



CAMP This Way



Gather



S O S

SOS - "Save Our Souls"
(an urgent appeal for help.)

Normally these signs are at the right hand side of the road, they are made with natural material still it should be easily seen. Make signs at nearer distances to avoid confusion and maintain spirit of the followers. The group following last should wipe off-undo the signs. Be a good observer while following a trail.

Trails and signs are used in hiking, exploring, treasure hunt, wide games and so on.

After knowing this you may be excited. Under the guidance of your Guide Captain, you can plan games and adventure. A Patrol can lay the track and others can follow and enjoy.

Activity:

1. Lay the wood craft signs. Follow the trail. Write your experience in your diary/log book.
2. Play the matching game on wood craft signs and its meaning. Prepare small flash cards for the game.

b) Know and practice Road Safety Rules for pedestrians.

In a society where drivers are increasingly distracted, and a pedestrian is in danger. However, there are steps you can take towards a safer and more enjoyable walking experience. Walking is a great way to save money, be healthier and help the environment. Abide by these simple rules which will help to ensure safe and happy travels on the road.

(1) Stay on the sidewalk footpath

Use sidewalks whenever possible. When using a sidewalk, stay far from the road as you can. If a sidewalk is unavailable, walk against traffic and stay far to the left of the shoulder as possible. When walking along the street with more than one person, walk in single file, even if you do not see or hear any cars in the area. Avoid streets that are excessively busy or have high speed limits. Always be predictable in your behavior and never assume the actions of a driver.





Bend



Danger

Two Way
Traffic

Road Narrows (various)



Roundabout



T-Junction



Give Way



Bump



Road Widens



Slow Down

Electric Cable
Overhead

Danger



Slippery Road

Stop Give
Way

Traffic Signal



Quayside

Pedestrian
CrossingRunway
Aircraft

Uneven Road



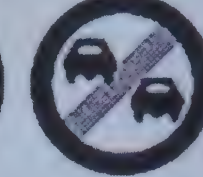
Cross Road

Opening
Bridge

STOP

School
Crossing

Stones

No
OvertakingEnd of
OvertakingPossible
Left Turn

Side Road

No Parking
on even daysNo Parking
on odd days

No Crossing

No
Pedestrians
Cycling

No Entry



School

Priority to
Approaching
TrafficAxle Weight
LimitEnd of Dual
Carriage Way

Construction

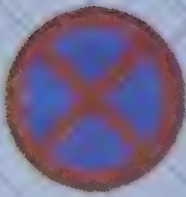
Traffic from
RightTraffic from
Left



Stop
Police



Stop
Customs



No Parking
Stopping



No Traffic
Both Ways



Stop



No U-Turn



No Trucks



No Traffic



No Horn



No Overtaking



Length Limit



No Buses



Speed Limit



Dead Line
of Maximum
Speed



Railway



Animals



No Parking



Roundabout



Handicap
Parking



Go Straight



Go Left or Right



Road goes
Right



Go Straight
or Left



100



200



300

Distance to Exit
(meters)



End of
Highway



Highway
Begins



Rest



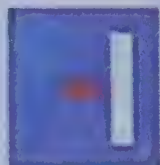
Parking



Petrol
Station



U Turn



Dead End



Your Priority



Hospital



Ambulance



Kurb Markings



Kurb Markings



Kurb Markings



(2)Careful when crossing

Always cross the road at a crosswalk or traffic light. Stand back several feet from the sidewalk until you are sure it is safe to cross. Never assume that a driver will abide by traffic law and stop at a red light or stop sign. Look both ways before crossing and make momentary eye contact with the drivers in the intersection. When crossing in front of a truck or bus, walk at least 10 feet in front of the vehicle to ensure that the driver can see you. Walk briskly but cautiously. Use highway medians only when absolutely necessary. Avoid crossing in front of a Heavy duty truck and trailer as the load in the vechicle doesn't help in apply emerging brakets.

(3)Be Visible

Wear bright colors whenever possible, especially when walking at night. Avoid walking in areas that are poorly lit or contain winding roads. Never assume that a driver can see you, but always make an effort to be seen.

c. Participate in a Nature Study Trail:

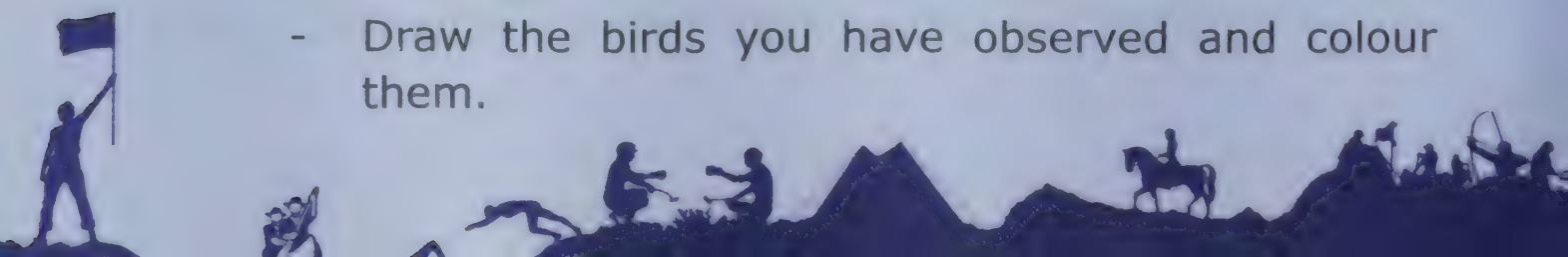
You can take up any one study of the following or any other of your own choice.

PROJECT 1: Know about birds:

- Observe the birds around you in the morning and in the evening.
- Make a name list of the birds.
- Observe their beaks and claws and their food habits.
- Make a nest; give them food so that they stay with you for some time.
- Record your observation in the following table claws.

Name	Colour	Draw beak and Feet	Food
------	--------	--------------------	------

- Draw the birds you have observed and colour them.



- Mimic the voice of the bird.
- Develop the hobby of bird watching.
- Make a list of 5 to 10 trees depending upon availability around you.
- Draw the leaf, flower, fruit and seed of a tree.
- Try to draw the whole tree.
- Observe the trees and record your observations.

PROJECT 2: Know about Trees:

Observation of a tree:

1. Name of the tree
2. Height of the tree (approximate)
3. Whether it is having flowers/fruits
4. Shape of the leaf and draw and know the difference from other leaves
5. Texture of the leaf
6. Name of the animals/birds that – live on tree, below the tree, visit the tree (If you don't know the name of the animal/birds count the variety and record)
7. Uses of the tree.

Project like medicinal plant study, Vegetable plant study, useful animal study, Study of animals which live with us, soil study, study of water, sun as a source of energy and so on could be taken up.



Dear Guide

You started working for PRATHAM SOPAN. Now you have completed all formalities within a period of over six months and also ready with your Log Book of PRATHAM SOPAN. Your Patrol Leader and the Guide Captain have guided you well. Please inform your Patrol Leader in the Patrol-in-Council that you have completed the PRATHAM SOPAN requirements and the Guide Captain will test you with all Pratham Sopan Requirements. After testing is over and you are ready for Award of PRATHAM SOPAN BADGE, the Patrol Leader will get the approval of Court-of-Honour and inform the Guide Captain to arrange for the presentation of the PRATHAM SOPAN BADGE on a suitable occasion. This Badge is to be worn below the Membership Badge.



Dear Guide,

Go ahead towards Dwitiya Sopan! Best of Luck!

Congratulations



DWITIYA SOPAN



Welcome to Dwitiya Sopa stage. After working for more than 6 months for Pratham Sopa and receiving the Pratham Sopa Badge from your Unit Leader, now you have entered a new stage called Dwitiya Sopa in which you have to work atleast for 6 months to enter to next stage i.e. Tiritiya Sopa. Remember that all the topics to be tested by the Independent Examiners appointed by the District Badge Committee or Dist. Organising Commissioner(G) through COH. You have to maintain your Log Book and progress card properly. Your Unit Leader and Training Counsellor will help you.

Requirements:

1. Pioneering:

- a) Demonstrate Timber hitch, Rolling hitch, Marline spike / Lever hitch and Figure of Eight knot and their uses.
- b) Tie the following lashings and know their uses: Square and Figure of Eight.
- c) Demonstrate the uses of hand axe or chopper and know the safety rules and how to keep them sharp.
- d) Demonstrate the use, safety and sharpening of a dagger or a pen knife and the use of a screw driver, pliers and hammer.

2. Fire:

- a) Know different types of fire used in camping/outing.
- b) Lay and light a wood fire in the open with not more than two match sticks

3. COOKING:

- a) Know the working and maintenance of kerosene, pressure stove or a Gas stove.
- b) Cook in open two simple dishes enough for two persons and make tea/coffee.
- c) Know the safety precautions in case of a gas leak.

4. COMPASS and MAP:

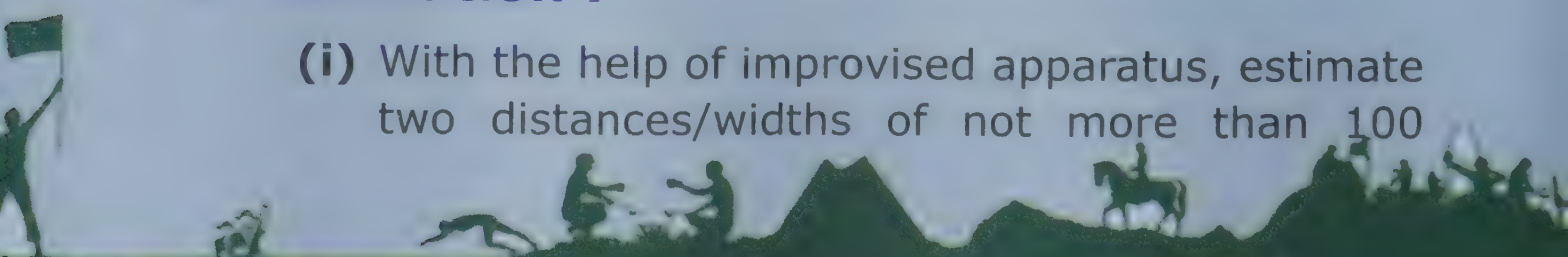
- a) Know the sixteen cardinal points of a compass.
- b) Be able to find North by at least two constellations
- c) Using a Compass know how to find the bearing of various objects from your position.
- d) Follow a trail laid out using compass bearing and distances.
- e) Know the terms: Scale, Direction, Conventional signs, Contours and Grid Reference.
- f) Be able to use a tourist map.

5. FIRST - AID:

- a) Have knowledge about wounds and know how to deal with Bleeding, Burns and Scalds, Sprains, Stings and Bites
- b) Demonstrate the use of Roller bandages.
- c) Demonstrate the use of a Triangular Bandage for the Head, Hand, Knee, Foot, Ankle and fracture of Arm.
- d) Improvise a stretcher

6. Estimation :

- (i) With the help of improvised apparatus, estimate two distances/widths of not more than 100



metres but not less than 30 metres.

- (ii) Know the length of your stride/Pace and using this, estimate the distance travelled.

7. OUT OF DOORS:

- a) Participate in a Company Wide Game.
- b) Participate in a Company Campfire and know at least two folk/ patriotic songs and participate in a Patrol skit.
- c) Know and practice Road Safety Rules for vehicles.
- d) Know how to ride a bicycle.
- e) Visit a factory in the neighborhoods of schools/ colleges/ residence to understand the manufacturing process of various products and also to respect the dignity of labour.

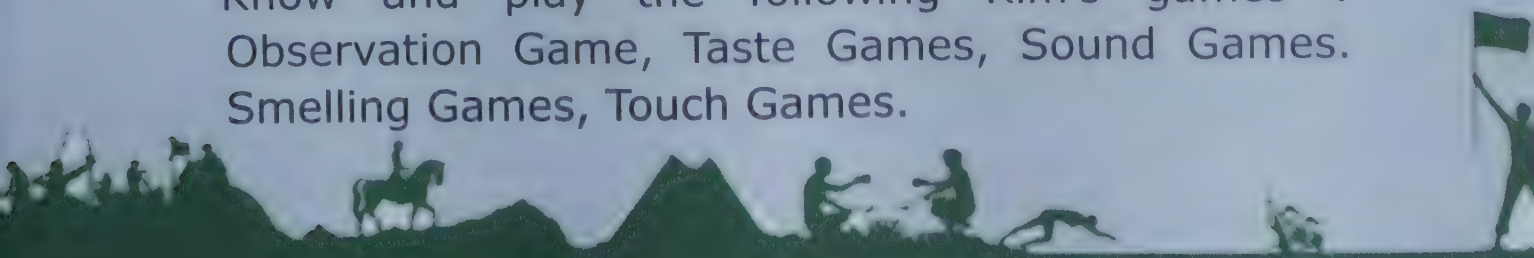
8. SERVICE:

Complete any one of the following:

- a) Undertake a development Project in your school in consultation with the head of the institution.
- b) Participate in a Social Service Camp/ Camps covering at least for a month.
- c) Serve in community fair or Mela including preparatory and post event assignments of Mela/ fair.
- d) Participate in an Anti-Litter Campaign with your Patrol and help to clean up an area around your school or headquarters.
- e) Demonstrate the 3R's of Conservation: Reduce, Recycle and Reuse.
- f) To form and participate in Self Help Groups and Such other sustained activities where Guiding skills are made use of

9. SENSE TRAINING:

Know and play the following Kim's games : Observation Game, Taste Games, Sound Games. Smelling Games, Touch Games.



10. Qualify for any two from the following Proficiency Badges:

(i) Cook



(vi) Cyclist



(ii) Debator



(vii) Laundress



(iii) Friend to Animals



(viii) Reader



(iv) Gardener



(ix) Child Nurse



(v) Handy Woman



Refer APRO Part – III for proficiency badge Requirements.

11. DISCIPLINE:

- Know the various Company Formations.
- Be able to march three deep with your Company smartly and in good order. Follow drill commands during marching.
- Participate in four All Faiths Prayer meetings in your Company

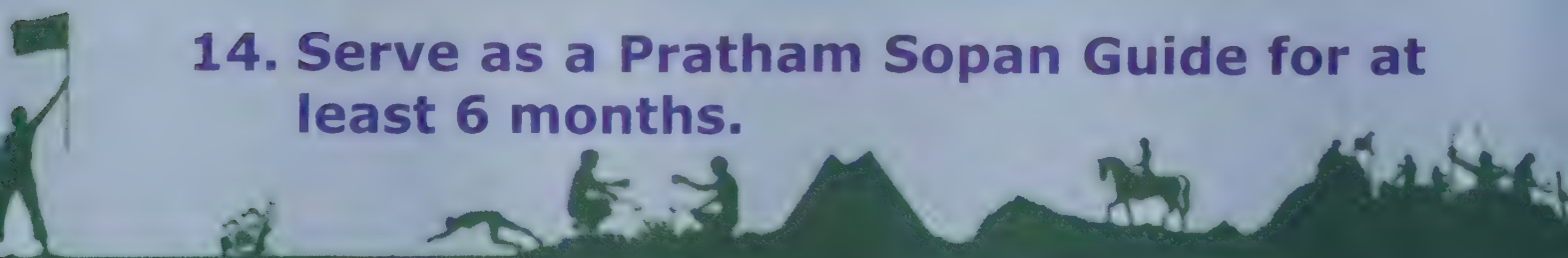
12. COMMUNICATION:

- Use a computer and know the advantages and disadvantages of mobile phone, internet and their applications in the development of the country.
- Know how to use the internet and access the website of the Bharat Guides and Guides.

13. PATRIOTISM:

Collect information on our heritage and culture and prepare a log book.

14. Serve as a Pratham Sopan Guide for at least 6 months.



1. PIONEERING

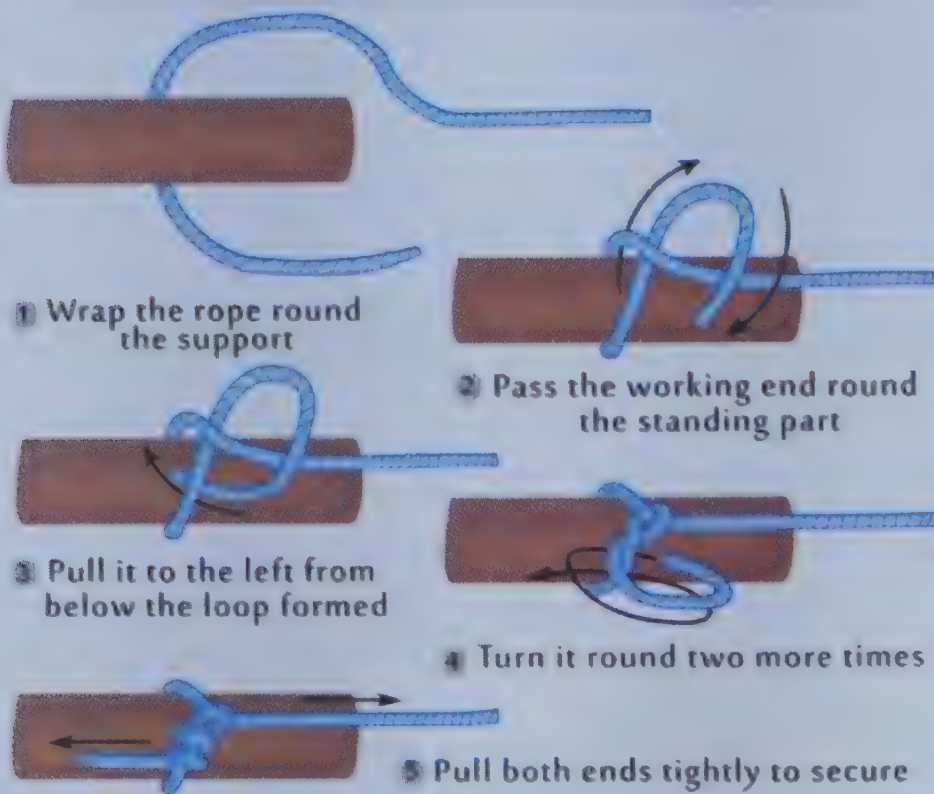
Pioneers are people who go ahead to open up approach in Jungle and other people can follow them.

Pioneers have to develop knots and lashing skills and the use of tools like Axe, Chopper, Hand Axe, Hammer etc.

Pioneers have to build improvised shelter on the way to watch the followers and also they build Machan on tree tops.

Now learn the following and try to demonstrate each to your Guide Captain in your outing:

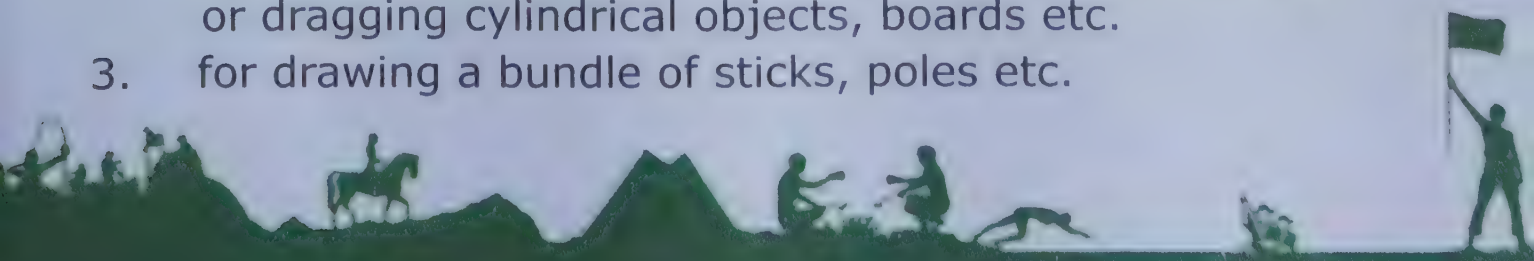
(I) TIMBER HITCH



A knot used to begin the diagonal lashing.

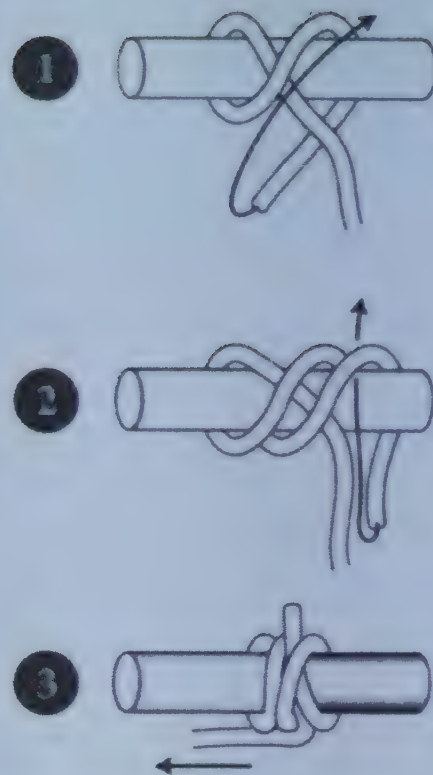
Uses:

1. to move logs.
2. to improvise anchor with a heavy stone for hoisting or dragging cylindrical objects, boards etc.
3. for drawing a bundle of sticks, poles etc.



(ii) ROLLING HITCH

The points of emphasis are that the knot is for taking a strain roughly parallel to the rope to which it is attached; that the first half hitch takes the strain; and that the round turn binds the knot fast and is the secret of the knot's strength. Start with a half hitch and then take a round turn, round standing part and larger rope and finish with a half hitch on top.

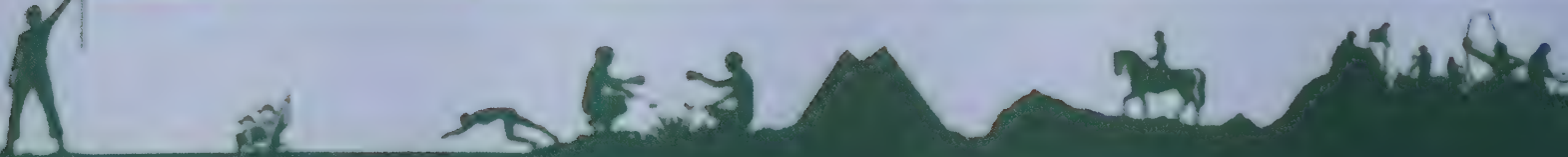
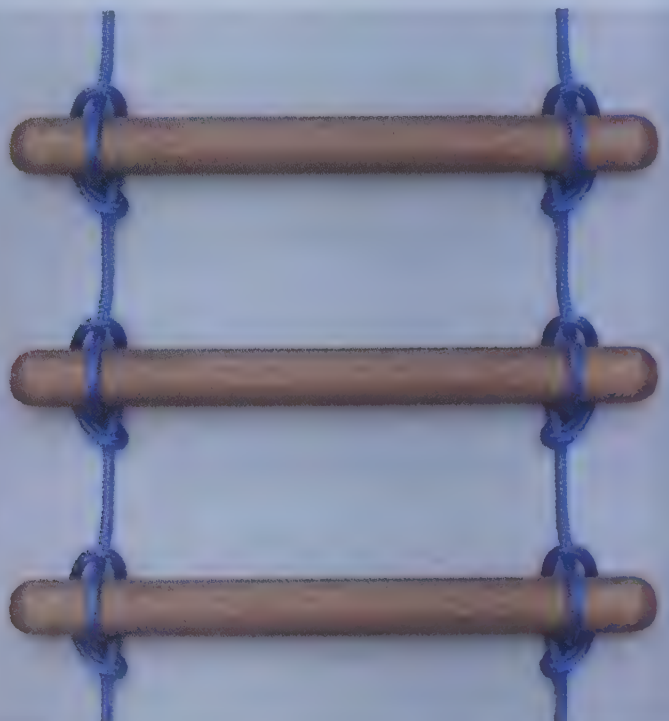


Uses:

1. for tying the open side of a sack.
2. It is a non-slipping hitch for pulling round a spar or another rope.

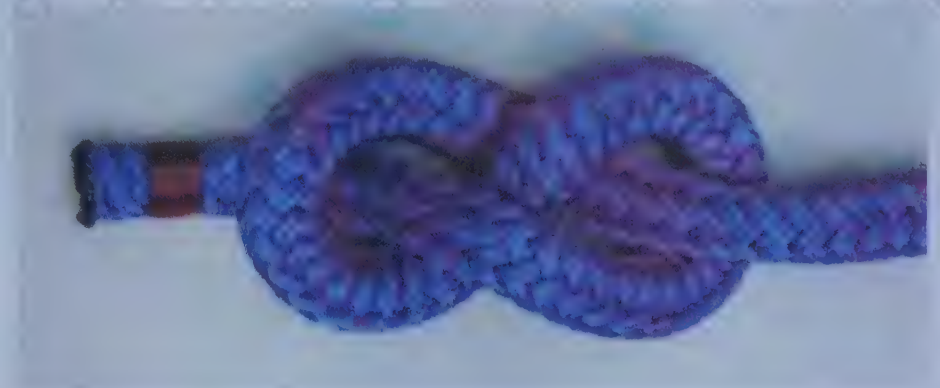
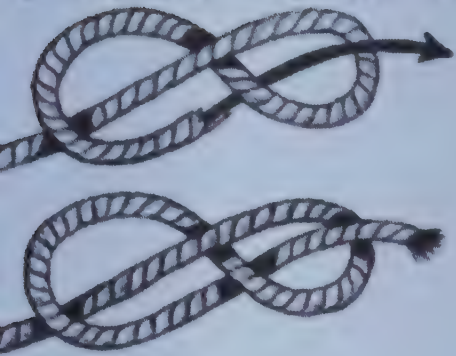
(iii) MARLINE SPIKE / LEVER HITCH

Marline Spike / Lever Hitch is used to make a loop on the rope to prepare a rope ladder.



(iv) FIGURE OF EIGHT KNOT :

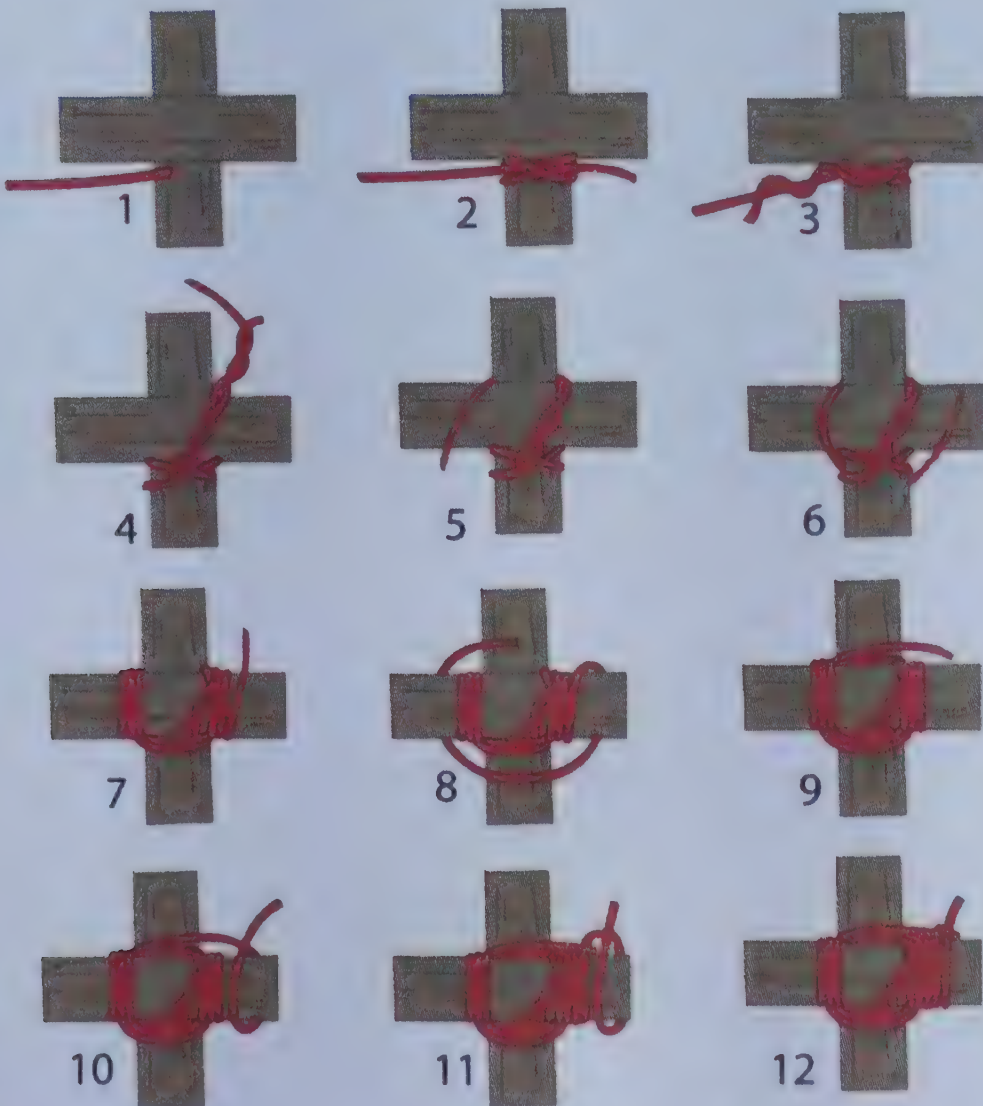
Figure of eight knot is an alternate for whipping the end of an ordinary/slippery rope



(b) Lashings

Lashing is a method of tying two spars/poles/staves using a rope. There are many types of lashings used by people but in Indian Scouting/Guiding, we are using five types of lashings only. Let us know them.

SQUARE LASHING



Square lashing is used to tie two spars together to take the weight when they are crossing at any angle other than parallel.

To begin the lashing the clove hitch is put on the vertical spar below the horizontal spar. Wrap the rope first over one spar, then under the other, pulling tight all the time.

On the second time round, go inside the previous turn of rope on the top, but outside underneath the spars.

After 3 wrapping, apply 2 frapping, then pull on the rope and finish it with a clove hitch on the horizontal spar inside.

Remember, Wrapping and Frapping number depends on the thickness of the spars but ratio should be 3:2

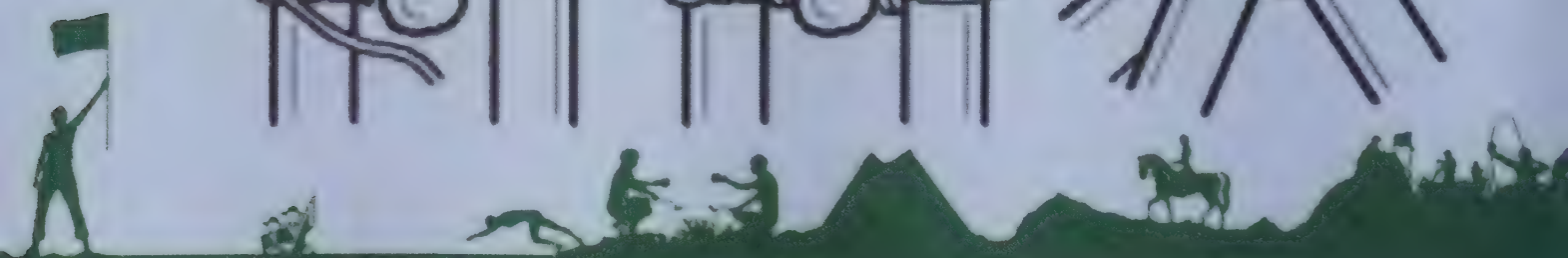
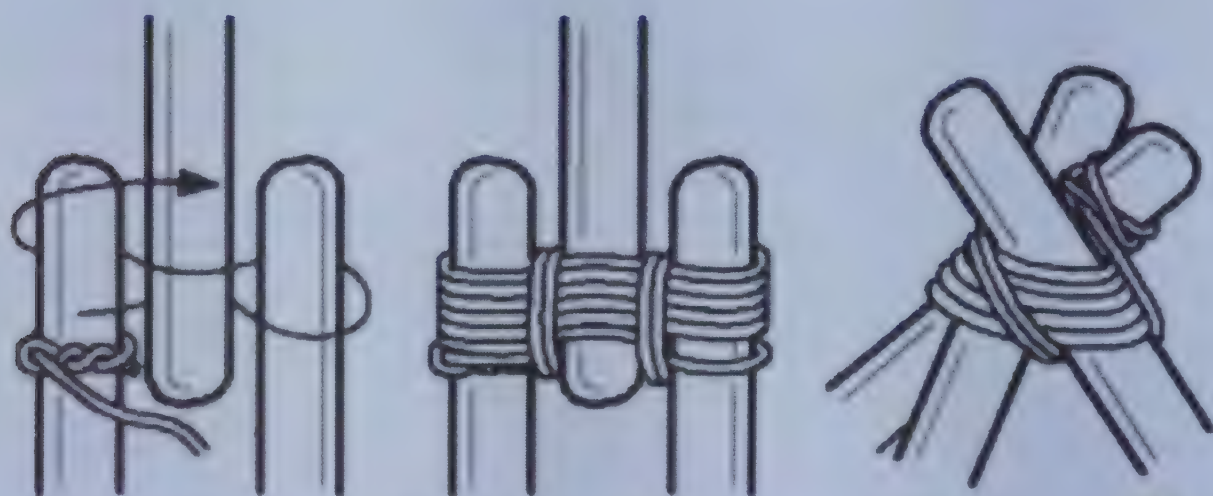
Uses:

- To prepare multipurpose gadgets
- For tent pitching
- To tie a cleat on flag mast.
- To construct a trestle
- To prepare different types of bridges

Activity: Prepare a model gadget using the above knots and lashings

Note: *Camping is the best place to Practise*

(ii) FIGURE OF EIGHT LASHING



To make a figure of eight lashing with three spars/staves together parallel to each other and the bottom of all the three are set equal. At the required height on any of the spar put clove hitch, twist the smaller end of the rope and to the longer end of the rope and then take the rope over and under the spar as shown in the picture. Continue the process for three to four times as wrapping or as required. Then you frap the rope twice first in between two spars and then go to the other two spars and finish it with clove hitch on any other spar other than the starting of the lashing.



Uses:

To Prepare a gadget using tripod .

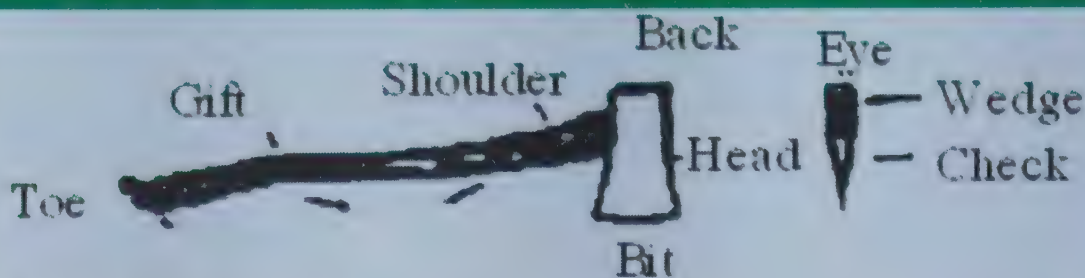
Dear Guides , other three lashings, you will learn in Tritiya Sopan.



c) Demonstrate the use of Hand Axe or Chopper and know the safety rules and how to keep them sharp.

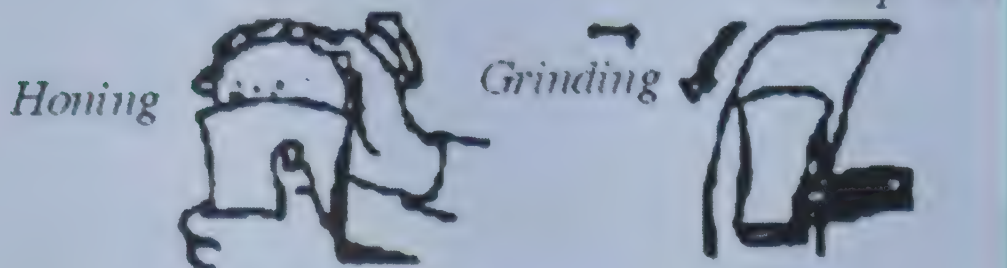
Guiding is Outing. How about an outing for nature study in the woods and practice your tool on dry wood, dried trees to improve the camping skills.

Before using, check the handle of the hand Axe/Chopper, make sure they are intact while using the wood piece keep it at the latest distance to reach the stroke of Axe and Chopper.



PARTS OF AN AXE

Sharpening of an axe



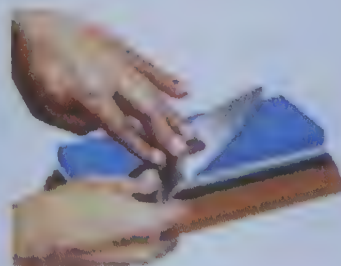
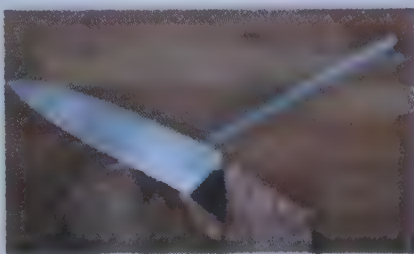
d) Demonstrate the uses, safety and sharpening Dagger or Pen knife, screw driver, pliers, hammer.

Adult leaders should provide opportunities to Guides to use the camp tools in patrol camps, annual camps of the Company and other local or district level training camps. The tools should be kept neat and clean. Use grease or a tools oil when not in use so as to avoid rusting. When not in use, keep them in sheath/cover. It is to be remembered that sharp edged tools are always safe; because cuts caused by blunt edged tools will be more serious and take more time to heal.



Steps of sharpening:

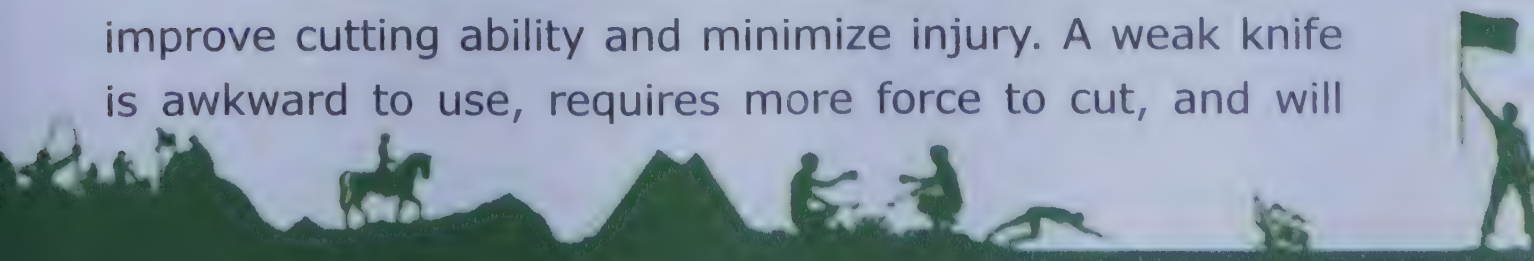
1. Step 1: Honing. Honing helps keep a knife blade's existing edge straight and sharp.
2. Step 2: Slide the Knife Down the Honing Steel. ...
3. Step 3: Test the Knife. ...
4. Step 4: Sharpening. ...
5. Step 5: Using a Sharpener. ...
6. Step 6: Repeat. ...
7. Step 7: Staying Sharp.



Same way, screw driver and plier also can be sharpened with steel sharper (Renti)

SAFETY:

Keeping tools sharp with regular sharpening will improve cutting ability and minimize injury. A weak knife is awkward to use, requires more force to cut, and will



not provide optimal results. To balance sharpness and durability, most knife blades are designed with a 20-degree angle on each side of the cutting edge. For dishes with softer ingredients, sharpen tools to a 15-degree angle on each side. Keep in mind that the narrower the angle tool is sharpened, the more often it will need to be sharpened.

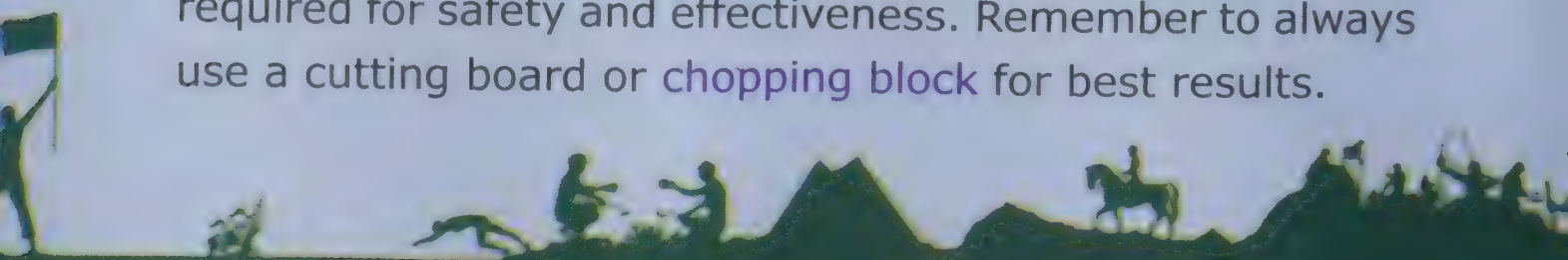
To sharpen, use a sharpening stone or knife sharpener to maintain the original precision of the blade. For touch ups, between thorough sharpening, use a **sharpening steel**. Always be alert and cognizant of where your fingers are in relation to the blade. If for any reason, you drop a knife during sharpening or use, let it fall to the floor, do not attempt to catch.

Storage

Create a designated storage space for your tools. When they are not in use, make sure that they are not laying around on work surfaces. Avoid storing tools loose in drawers, as that is not safe for kitchen or technical staff and could damage the blade. Knives should be stored on a **magnetic knife holder** or in a block to protect knives from contaminants and accidents. Hammers, Plier and Screw Driver can be stored in a leather case bag or making special hooks. For a more portable option, choose a knife bag or case to keep tools safely stored when not in use.

Maintenance

In order to prevent contamination, it is important to clean tools immediately after use. Leaving dirty tools on work spaces or in sinks clutters the work space and could cause injury. Clean tools perform better. A secure grip is required for safety and effectiveness. Remember to always use a cutting board or **chopping block** for best results.



2. FIRE

Be Prepared is the motto of the Guides. You have to prepare yourself to face any unexpected incident or accident. Fire is the most dangerous and harmful accident. To impart the knowledge and giving the practical experience in fire fighting, the Fire Station (The Headquarters of the fire brigade) is the best place. However you can have the following exercises at your level, through your Guide Captain.

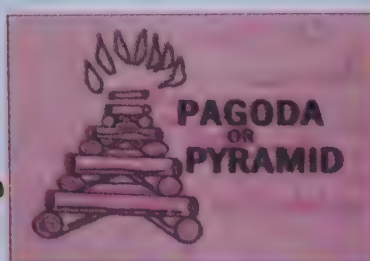
(a) Different types of fire used in camping

Your fire practices should be away from the building, Tents, grass patches, dry grasses and away from the trees. Collect small dry twigs, grass and leaves separately.

Select the type of fire you need and arrange the fire.

(b) Lay and light fire :

- Lay and light a wood fire in the open with not more than two match sticks.
- Arrange a punk in the middle of a chulha and arrange fire wood over the punk.
- Opening of chulha should be on opposite direction of wind.
- Light the Punk and allow the firewood to catch the fire and blaze.
- To light the fire should use only two match sticks. You can learn different types of fire given below.



3. COOKING

Dear Guides,

Can you think of an exercise to learn by doing the following activities? It could be a real fun if you do it.

a. Know the working and maintenance of a kerosene, pressure stove or a gas stove

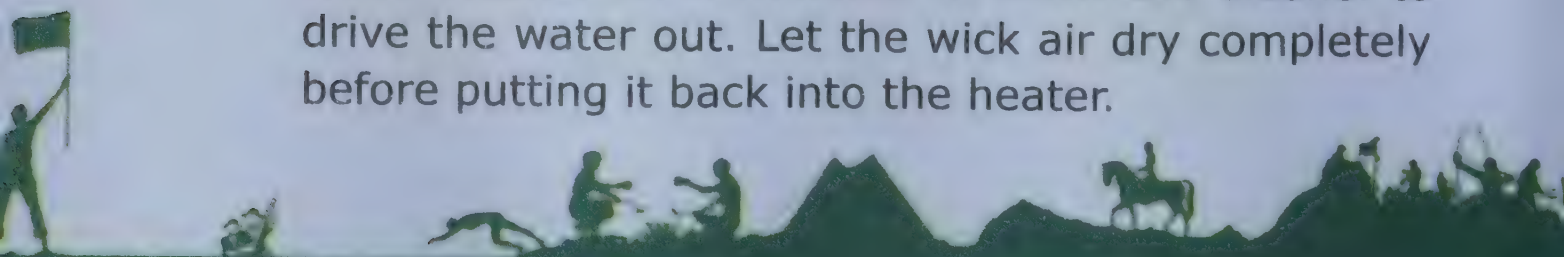
Kerosene Stove:

A kerosene heater can be handy at home when the power goes out, or to save on electric and gas bills. The wick in a kerosene heater is as vital to its correct operation as the kerosene itself. A wick that is wet with water from low-grade or stored kerosene, or has too much tar on the top, will burn inefficiently and waste much of the appliance heat.



Simple steps can keep the wick clean and functional.

1. Examine the wick carefully. If the top seems discolored with tar and other substances left over from the kerosene, then you should burn the wick dry.
2. Shut off the heater and allow it to cool. Remove all kerosene fuel from the tank. Advance the wick to its fullest length and light it. Allow the saturated wick to continue to burn until it goes out. This should burn off the tar deposits.
3. Remove the wick from the drained tank if you think it is waterlogged or contaminated with oil. Soak it in wood alcohol for 5 minutes to allow the alcohol to drive the water out. Let the wick air dry completely before putting it back into the heater.



Tips

- Do not store kerosene in the heater for long period of time as this allows the wick to become water saturated.
- Most wicks need replacing once a year under moderate use. If cleaning the wick does not solve its problems, replace the wick.
- Wood alcohol is sold in hardware and paint stores as a solvent.
- An eyedropper of wood alcohol placed into the fuel tank with every refill helps keep to a minimum the need for drying the wick.

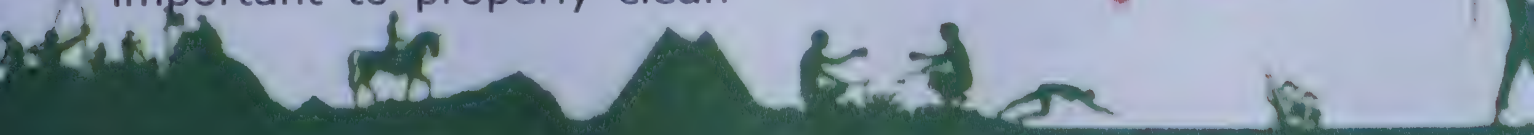


Warning

Kerosene is flammable. Always take safety precautions, such as not having a lit flame nearby, when working with it.

GAS CHULLAH (STOVE)

A gas stove has a small, cylindrical-looking burner that gives off a flame. An electric stove has a circular burner that turns red as it heats up. Both types can easily be removed from the stove with a gentle tug. It is important to properly clean



both electric and gas burners to remove food, grease and stuck-on particles. Normally you can scrub a burner with soapy water and a sponge, but you can also clean burners without having to scrub them.

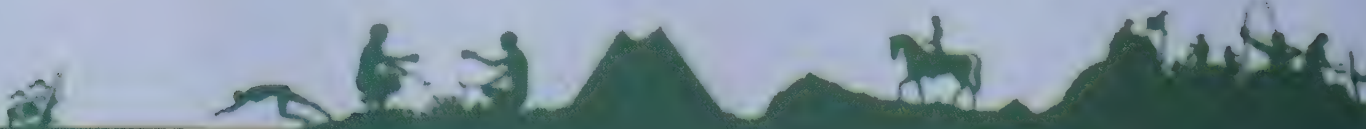
But remember that the gas pipes and switches fitted in gas chullaha should not be disturbed. For this, you should consult your gas agency.



(b). Cook in the open two simple dishes enough for 02 persons and make tea/coffee.



- Select two simple tasty dishes and coffee/tea.
- Use firewood/handy gas.



- Prepare ingredient list and its measure with the help of seniors or Unit Leader.
- Select vessels correctly.
- Right process of preparation.
- Cook the dishes in the open air.
- Invite guest.
- Decorate the dishes and Serve.
- Take their opinion in your log book with signature.

(c) Know the safety precautions in case of fire.

- ☞ Precautions while cooking
- ☞ Cover your hair properly.
- ☞ Keep your dress folded.
- ☞ Select dry firewood.
- ☞ keep a bucket of water near fire.
- ☞ Keep personal first-aid kit ready.
- ☞ Cut vegetables and grate coconut little away from fire.
- ☞ Don't play near fire.
- ☞ Only two persons should be near fire.
- ☞ Keep kerosene and matches away from the fire.
- ☞ Don't touch hot vessels directly. use tong/cotton clothes.
- ☞ Keep things and dishes covered.
- ☞ Put off the fire and clear the fire place after cooking.

Precaution in case of gas leak

- ☞ If there is a smell of the gas, wet turkish towel, thick bed sheet or gunny bag should be put on the regulator.
- ☞ Open the windows, don't touch any electric switches either to put on or to put off, remove the cylinder, call the gas distributor/Fire brigade if necessary.



4. COMPASS AND MAP

Dear Guides,

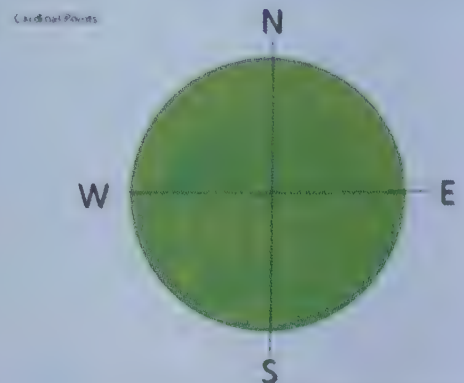
Hope that you are finding more and more enthusiasm in learning details on various subjects. If you take up the following topics and give some exercises in your daily life, you will learn a new skill and enjoy the game of Guiding.

Compass was invented by Lord George William Thomas Kelvin. Compass is very useful while sailing, going to forest area etc. You must get a thorough knowledge of the 16 points of the Compass.

A) Know the 16 points of compass

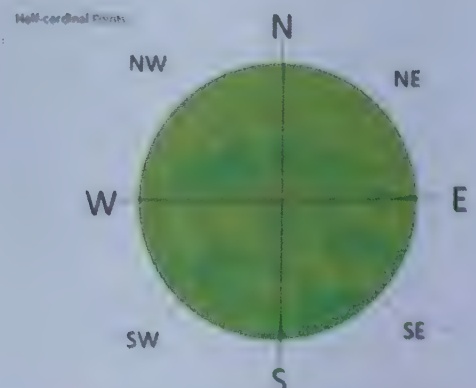
1. CARDINAL POINTS (Primary):

- A. North.
- B. South
- C. East.
- D. West.



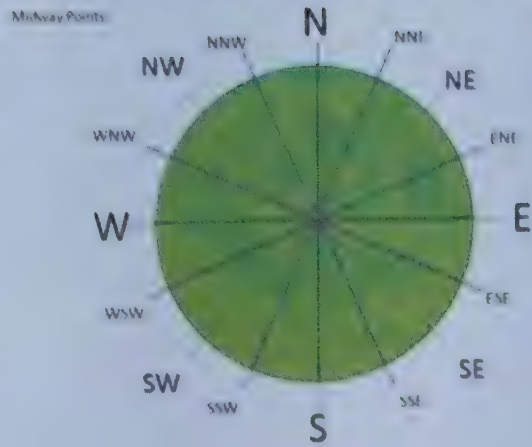
2. HALF CARDINAL POINTS (Secondary):

- A. North-East.
- B. South-East.
- C. South-West.
- D. North-West.



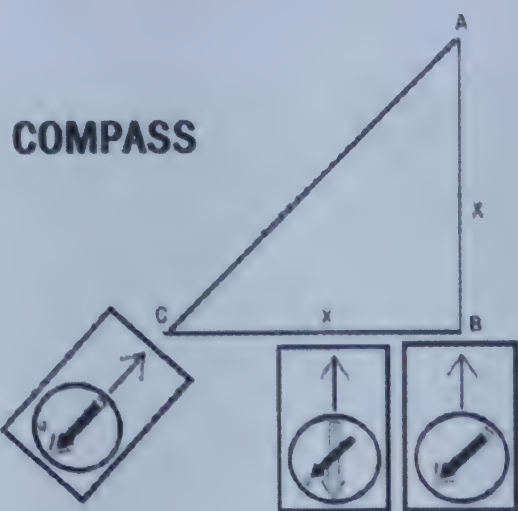
3. MID WAY POINTS (Teritary):

- A. North-North-East.
- B. East-North-East.
- C. East-South-East.
- D. South-South-East.
- E. South-South-West.
- F. West-South-West.
- G. West-North-West.
- H. North-North-West.



Setting of compass

- Shake the compass before use.
- Keep your compass on a hard flat surface while it is used.
- Wait until the needle stand, still, then start finding directions.
- Before use, take care of keeping the compass away from the influence of any iron objects.
- Compass setting with Map can be done in two ways:
 - a. Keep the map on a flat ground or wooden table.



Keep compass permanent needle towards north of the Map in a place shown in the map where you are standing. Move the Map till the compass permanent needle, Magnetic North and Map North come in one line. Please ensure while moving map, compass should move with the map.



- b. Set the compass till permanent needle and magnetic needle come in same line. Keep the compass on a map where your position is. Hold the compass and move the map (Compass will not move).

B) Finding North with the help of at least two constellations.

During the day, when there is Sun, it is easy to find direction. If you face the Sun, you are facing East, your back is west, spread your both hands, left is North, right is South.

During night, finding North with a group of stars is interesting.

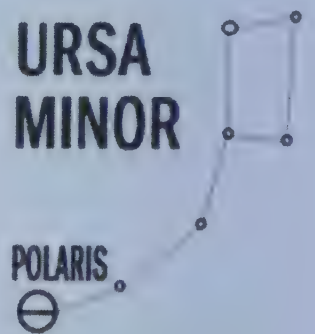
A group of stars is called Constellation.

It will be a fun for you Guides when you find the north direction with the help of constellations during nights.

There are countless stars and constellations in the universe. They are visible during the night with clear sky. Some of the constellations are well visible and easy to identify on the sky.

Star gazing is a very interesting subject. Look at the sky in night identify the following constellations that you are going to learn. You can make star gazing a hobby and have a nice time observing the stars. It will also help you to find the directions.

Constellation have their names in Greek, English & Tamil also.



1. Pole Star:



It is a single star, the last tail star of Little Bear.

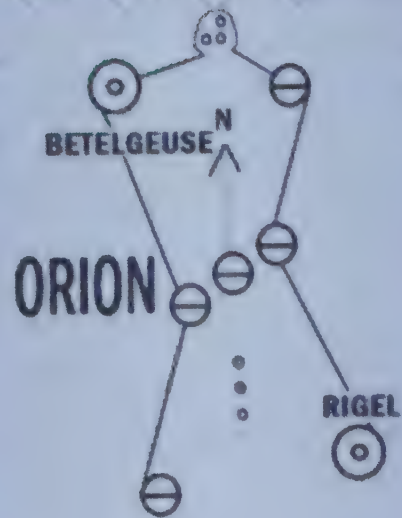
2. Cassiopeia or Sharmishta:

It has five stars in shape of W / M.



3. Orion/ Hunter / Kalpurusha:

This constellation has the shape of a man like a hunter beating/hunting an animal. It has three stars in head, three on the belt, three on sword. And four bright stars right round giving the shape of shoulder and legs. Joining the center star of belt to the middle star of head extending towards north, the line will reach the Pole star.



4. Southern cross:



It has four stars in the shape of a kite. When the two stars are joined vertically and two other horizontally, it forms a shape of cross, hence the name.



5. Great Bear or Saptarishi Mandal:

It has seven stars in the shape of plough or saucepan. A line from the last star of the saucepan directs north.

6. Small Bear Laghu Saptarishi Mandal:

It has seven stars, it is like kite in shape, the last star of the tail directs north.



Activity :
Draw and fill in the column

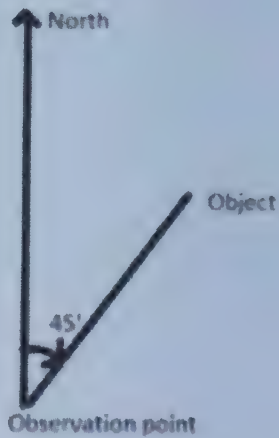
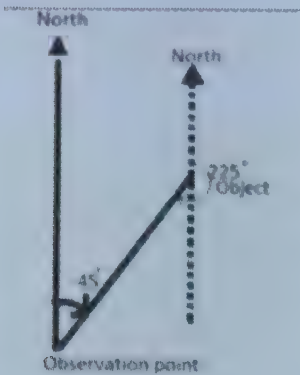
Sl. No.	Name of the Constellation	No. of Stars	Shape	Stars that directs north	Period they are visible

(i) *Activity:* Write sixteen points of compass and write the degrees of angles.

(ii) *Organise Games on Directions*
4/8/16.

c. Bearing

Bearing is an angle from the north to the object from observation point in clockwise direction. It is also called **forward bearing**.



45° = Bearing / Forward bearing

Back Bearing :

Back bearing is an angle at object made from north to the observation point in clockwise direction.

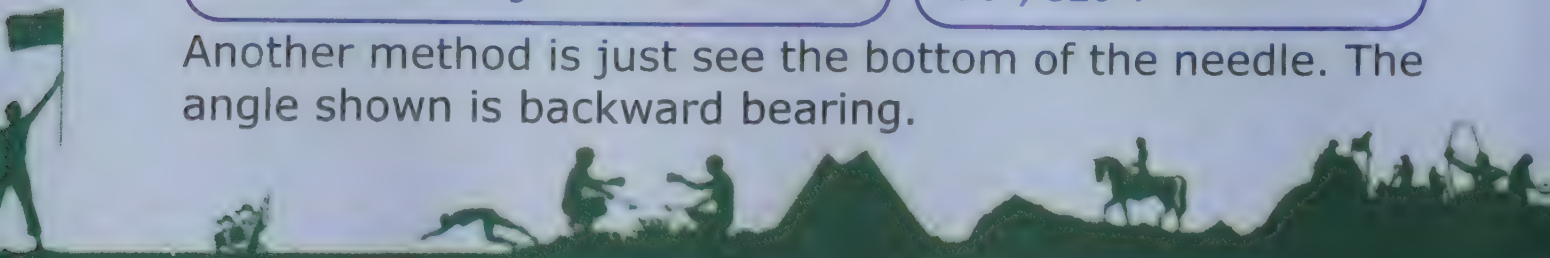
Formula:- While working on the ground to check the correctness of the Forward bearing we take the help of back bearing, for this a formula is given here for your practice which is calculated arithmetically. You can check physically also with the help of compass.

Forward bearing and back bearing are always with the difference of 180°. To get the backward bearing, if the forward bearing is less than 180° we add 180° to it. When the forward bearing is more than 180° we subtract 180° from forward bearing.

*For Example: Forward bearing 75°
Then Back bearing $75^{\circ}+180^{\circ}=255^{\circ}$
If Forward bearing is 265°
Then Back bearing $265^{\circ}-180^{\circ}=85^{\circ}$*

*Try these Exercises :
Give Back bearing for 60°,
95°, 130°, 175°, 226°,
290°, 320°.*

Another method is just see the bottom of the needle. The angle shown is backward bearing.



D. Follow a trail using compass given bearing and distance.

You have to follow a trail. Compass to be used to follow. Write down in your note book the Forward and Backward Bearing of important objects coming on the way. A draft sketch is given hereunder to understand how to write.

DRAFT GILWILL SKETCH

FROM: STATION

ROAD TO CAMP

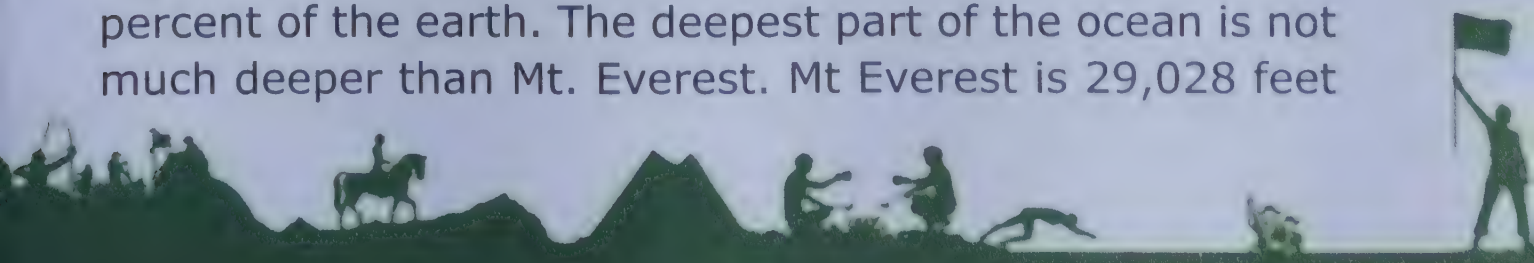
DATE:

LHS	TIME	STEP/ DISTANCE	DIRECTION	RHS
SCHOOL	12	180	617	CAMP
MOSQUE	11.16	320	100	GROUND
TEMPLE	10.40	530	90	TEMPLE
SCHOOL	10.00	445	120	PLAN
RH	9.30	100	150	HOTEL
PO	9.00	250	98	PSD
Water (Dr)	8.45	100	110	STONE
CHURCH	8.40	200	90	STONE
FOREST	8.34	100	110	VALLEY
ROAD	8.30	0	90	SOS

E. Know the terms Scale, Direction, Conventional Signs, Contours and Grid Reference.

Mapping is an important topic in the progressive and attractive training programme for Guides. Maps provide an efficient and unique means for reading and understanding the earth.

The earth has a surface area of 197 million sq. miles pitted and roughened by mountains, plains and seas. The highest mountain is under miles. This is less than 0.1 percent of the earth. The deepest part of the ocean is not much deeper than Mt. Everest. Mt Everest is 29,028 feet



high and Marians Trench 35,958 feet deep are only bump and a dent in the earth's circumference. Two fifths of its islands and three fifths of the earth is covered with water and all the world continents would fit into an area the size of the Pacific Ocean.

To understand the concept of Mapping, we must know what Map is and how to read it.

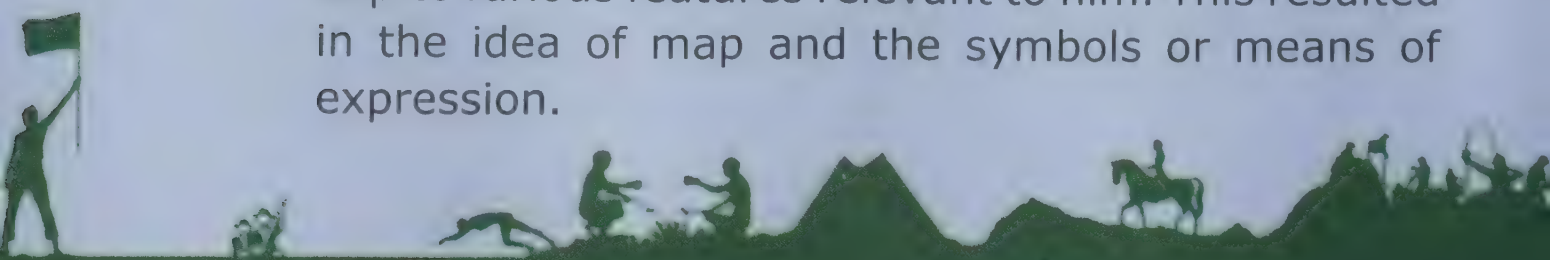


MAP:

A map is a pictorial representation of the earth's surface as looked from above, on a flat surface drawn to scale

Maps are many and varied, but all are basically the same. They give a simplified plan or bird's eye view of some parts of the earth's surface large or small. The range forms those showing the entire world to those giving the dimensions of a house and garden. Where large area is represented, the amount of details given will be less.

- ❖ Primitive man moving about constantly in search of food and shelter resorted to some method of recording his surroundings and used symbology to depict various features relevant to him. This resulted in the idea of map and the symbols or means of expression.



- ❖ Map is a tool of communication that contains wealth of information with varieties of details.
- ❖ Map contains very valuable and vast variety of information.
- ❖ Map is a document to satisfy the diverse needs of specialists in many disciplines Planners, Administrators, Engineers, Architects, Industrialists etc.
- ❖ Map is prepared for each purpose separately..... Political, Physical, Revenue, Roads, Rivers, Irrigation, Weather, Rainfall, Land routes, Sea routes, Air routes, Population, Industries, Antiques, Defense, Tourist, etc..... Thematic Maps.
- ❖ Map contains Title, Scale, Orientation, Conventional Signs, Contour System, Grid lines Date of issue/ Revision, made by whom etc.

(2) WHAT DOES A MAP TELL -5 Ds of a Map

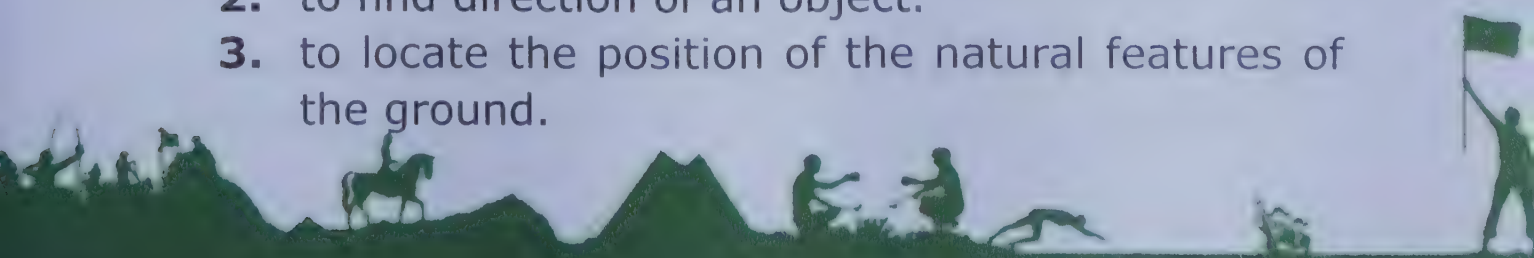
- ❖ **DESCRIPTION:** Names of Area, Location, Date.
- ❖ **DETAILS:** Map symbols, man-made features. Water features, Vegetation features, Elevation features, etc.
- ❖ **DIRECTION:** North (True, Magnetic) finding by day and night. Orientation – Declination, Year, Bearings – FORWARD and BACKWARD BEARING.
- ❖ **DISTANCE:** Proportion – Land Measure to Map Measure. Scale – Statement, Plain Scale, Representative Fraction.
- ❖ **DESIGNATIONS:** Name of places.

Helpful in Map Reading, remember all markings have meanings, do not add any dot or line of your own on the map.

USES OF MAP

A map is used

1. to find one's own position on the earth.
2. to find direction of an object.
3. to locate the position of the natural features of the ground.



4. to prepare a plan of the journey.
5. to locate the places of Tourists interests.
6. to find out weather conditions, population density, vegetation, industrial belt etc.
7. to know the distance between two places.
8. to mark an area for tax purpose.
9. to form a full picture of an area on ground
10. to recognize the object from map to ground.
11. to locate an objects with the help of grid reference.
12. to find Zoography and bathymetric situation.

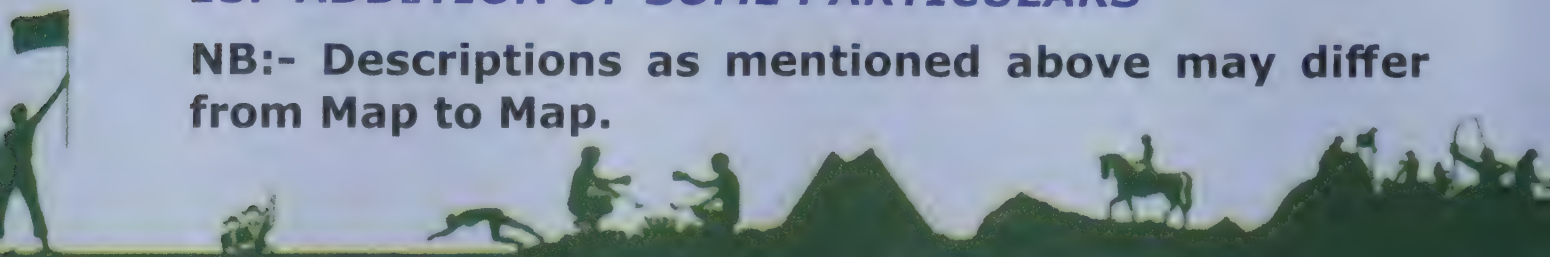
SURVEY MAP OF INDIA:

Survey Map of India is the only Govt. Agency printing the Maps. Its headquarters is in Dehradun, Uttarakhand and it is having branches in most of the capitals of States and in some important places.

Every map is printed with different kinds of particulars. These particulars are classified and noted in the same place of the map as shown below.

1. **NAME OF THE DIST.**
2. **YEAR OF THE SURVEY**
3. **NAME OF THE STATE**
4. **PUBLICATION OF THE MAP**
5. **AVERAGE GRID NORTH**
6. **MAGNETIC DEVIATION**
7. **MAP REFERENCE**
8. **MAP NUMBER**
9. **CONVENTIONAL SIGN**
10. **GRID REFERENCE**
11. **CODE OF THE SHEET.**
12. **NAME OF THE CHIEF SURVEYOR**
13. **CODE OF ADMINISTRATION**
14. **FIRST EDITION – DATE OF REPRINTING**
15. **ADDITION OF SOME PARTICULARS**

NB:- Descriptions as mentioned above may differ from Map to Map.






SCALE:

a) (1 centimeter represents 250 meters)

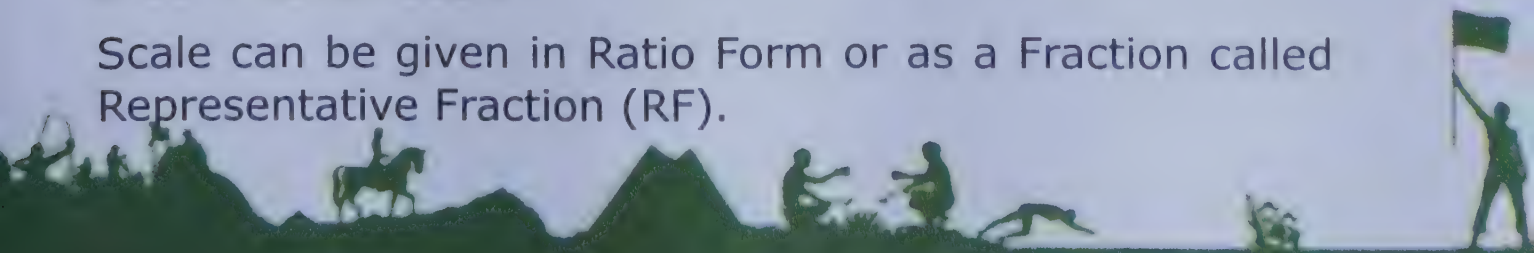
A map is a representation of any part

b) 1: 25 000

of earth on a flat piece of paper and bears a certain proportion to area represented: and the ratio between the area represented on the papers on the ground of the area is called Scale.

c) 

Scale can be given in Ratio Form or as a Fraction called Representative Fraction (RF).



For example: if on a map 1cm represents 100km, the ratio is 1:10000000 (1km is 1000m and 1m is 100cm)

Can you find the following

- The scale is given as RF1/1000000.
- Scale is given 1: 1000000(Express as RF)
- 1:1000, 1:5000000 (explain the scale)

CONVENTIONAL SIGNS

On the surface of the ground there are mountains, rivers, seas, forests etc, which are Natural features and also there are things like buildings, roads, railway lines, dams etc, men made, These are represented on the map by means of symbols, and are called CONVENTIONAL SIGNS. These are usually shown in colours but are not drawn to scale.

COLOUR DENOTES:

BLUE	Water features- River, Tank, Sea etc,
BROWN	Mountain features- Up Land, Low Land, Valley etc.
RED	Buildings, Bridges, Roads, Footpath etc.
YELLOW	The cultivation area.
GREEN	The Vegetation, Forests, Gardens, etc.
BLACK	The names of Places, the Railway lines. Power lines. Embankments, Cuttings, Boundaries, Power Lines, Telegraph Lines Meridians etc.
VIOLET	Grid Lines.

A map should show by symbols the man made features, water features, mountain features, vegetation features etc, A map should give us an indication of where the north is (TRUE NORTH, MAGNETIC NORTH) and also indicate the direction (BEARING) between any two points.



Conventional Signs

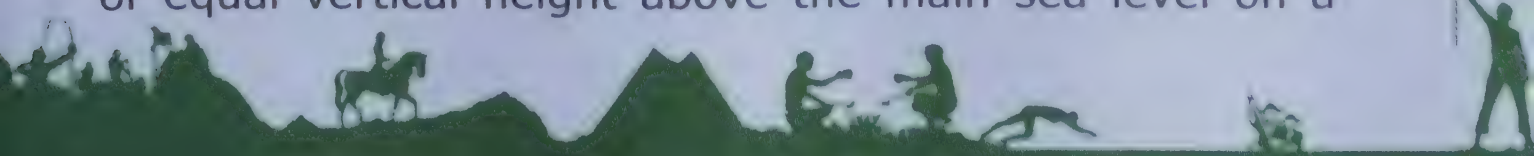
रुढ़ि चिन्ह



A map should also give the proportionate **DISTANCE** between each points it represents and also the names of places represented.

CONTOUR LINES :

The thin reddish brown imaginary lines joining places of equal vertical height above the main sea level on a



map are named as contour lines. The heights of the places are noted on the lines in feet/meter. The interval between two successive contour lines is called **VERTICAL INTERVALS (V.I.)** or Contour intervals.

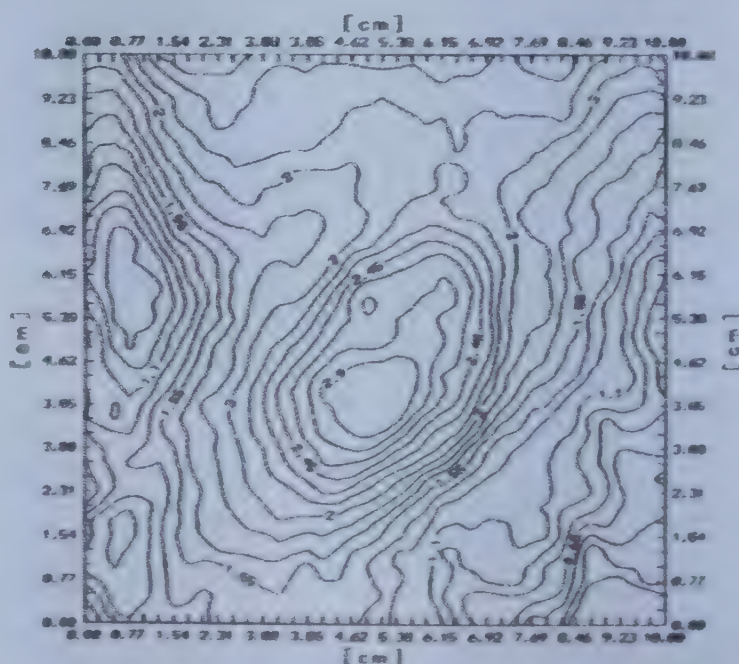
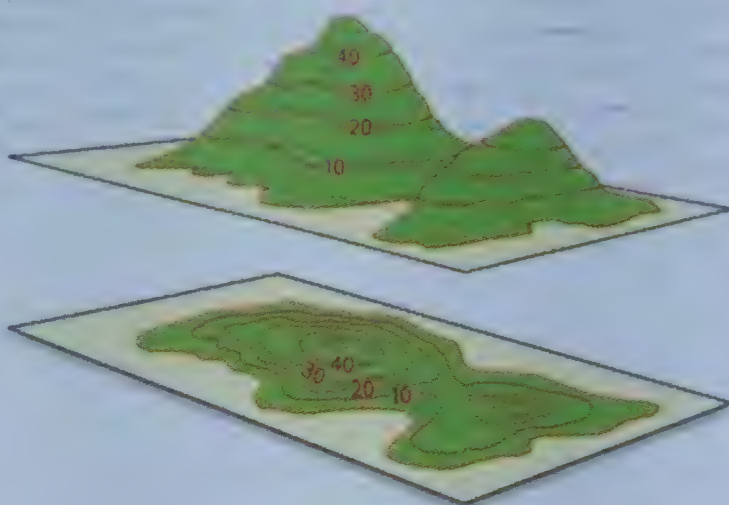
Generally the contour interval in our Topographical maps is 50ft. The horizontal distance between two adjacent contour lines is known as **HORIZONTAL EQUIVALENT (H.E.)**.

The earth's surface is not a flat one but these are natural undulation and thus the height of the surface varies from place to place. The natural rise and fall are well manifested by features like hills, plateau, valleys low land etc. and these are known as Relief features. Relief is also described as the three dimensional shape of the ground, but on a map two dimensional sign represents all these features only.

To demonstrate the three- dimensional aspect on a map some methods have been developed.

Contour Lines are the most accurate method of representing all possible information regarding the shape, heights and extension of the relief features.

- A contour is an imaginary line, joining places of equal vertical height above the sea level.
- Contour lines are drawn at regular intervals.



- Contour lines are drawn in brown colour.
- The Contour lines are always labeled with numerical figures showing the heights above the sea level.
- Every fifth contour line is thicker and bears the height.
- The interval between two succession contour lines is called "Vertical Interval (V.I.)" or contour interval, generally in our Topographical maps it is 50 feet.
- The horizontal distance between two adjacent contour lines is known as "Horizontal Equivalent (H.E.)"
- The (H.E.) is not constant and varies with the steepness of the slope.
- The ratio between the V.I. and H.E. is expressed as a fraction and is the gradient of the slope (V.I.) feet H.E. in yards).

From contours the following information can be had:

- The height of the ground above mean sea Level.
- The shape of the ground.
- The slope of the ground.

MEAN SEA LEVEL OR ZERO LEVEL

Mean Sea level is the dictum surface from which all heights are measured. It is the Mean Sea level of the Sea obtained by taking the average of all the heights of the tides measured of predestined intervals over a long period covering whole number of complete tides.

There are 23 tidal observatories in India.

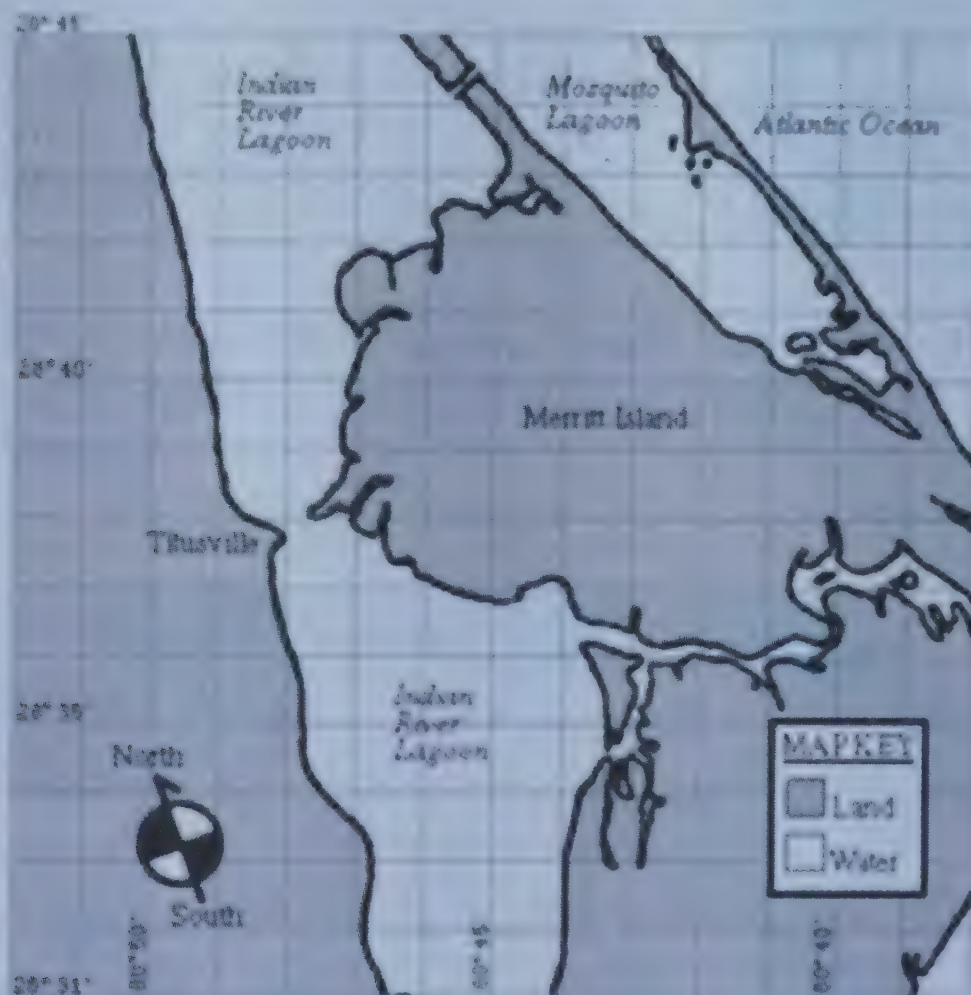
For India 9 Seaports of Mumbai, Karwar, Cochin, Karachi, Beypore, Nagapatnam, Chennai, Vishakhapatnam and false Point were selected along its Seacoast where tidal gauges work installed for taking measurements of the Sea Water level. Water level at these Nine ports where



continuously recorded for 19 years and an average level was calculated. The Zero level of India.

LATITUDE & LONGITUDE:

Any accurate map should show the latitude, longitude and time to help locate a feature represented Latitude and Longitude are the lines by which we can locate places on most world maps.



- ⇒ LATITUDE is simply the distance North or South from Zero Degree (Equator) to 90 North (NP) or 90 South (SP).
- ⇒ Each degree is divided into Sixty (60) minutes and each minute is further divided into sixty seconds.
- ⇒ LONGITUDE is the measurement in degrees East or West of a line called Prime meridian which runs from N.P. to S.P. through Greenwich (London, England)
- ⇒ Lines of longitude are widest apart at the Equator where one degree (1) is about 70 miles.
- ⇒ THE LINES of latitude gradually come together North and South of Equator and finally merge at poles.

GRID SYSTEM

The entire area of a nation is divided into big squares with a side of 500 km. These are further divided into 25 squares with a size of 100 km and named A,B,C,D,...Z (I is left out).



- ⇒ These small squares are further divided into 100 small squares printed in thick lines and divided into 100 small squares with a side of 10 km. Finally they are divided into one hundred squares (Kilometer sides). All grid lines are numbered according to their distance east and north of a fixed origin.

GRID LINES:

The vertical and horizontal purple lines, which divide the map into number of squares, are called grid lines.

EASTING LINE:

The vertical lines are called EASTINGS, the number increase from WEST TO EAST.

With the help of Grid lines, you will be able to locate a place accurately.



NORTHING LINE:

The horizontal lines are NORTHINGS. The number increases from SOUTH TO NORTH.



F. Be able to use a tourist map.

Activity: Take a tourist map of your town or a tourist map when you visit a site and be able to use the map when visiting the places.



5. FIRST AID

Life of any living being is very precious in this world. The Guides are very helpful to anybody under any difficult situations. Hence the knowledge of first aid for the Guides is very much essential. Get trained for the following:

A) Have knowledge about Wounds and know how to deal with Bleeding, Burns and Scalds, Sprains, Stings and Bites.

Types of wounds :

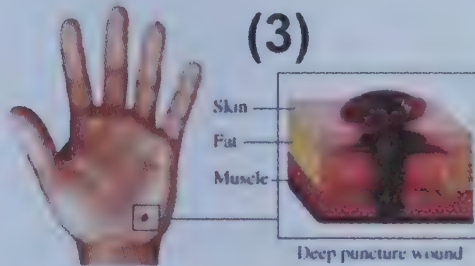
- (1) Incised (Clean Cut)
- (2) Lacerated (torn)
- (3) Punctured (stab)
- (4) Contused (haemorrhage beneath)



Incised



Lacerated



Punctured



Contused

How to treat with wounds –

Let the casualty be flat and lie still. Wash wound with plain water or with soap and water to wash out as much dirt as possible. Apply antiseptic lotion or cream. Cover with dressing and bandage to keep the dressing on. Minor scratches can be painted with any antiseptic lotion.



Note :- Don't apply any antiseptic in large wounds. This may get absorbed and cause reactions.

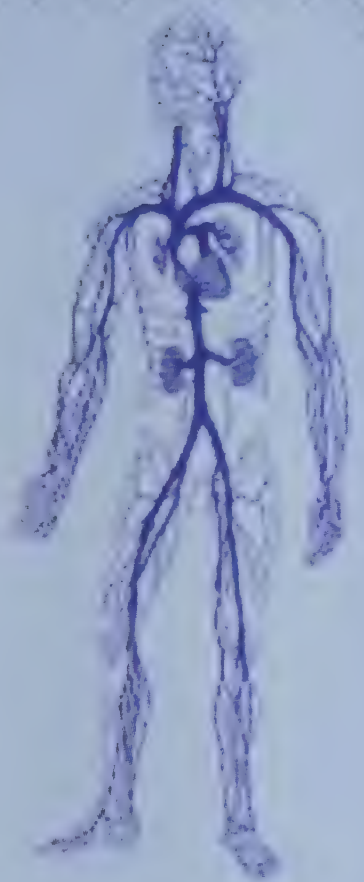
What is bleeding?

When blood comes out of a blood vessel, it is called bleeding. Bleeding is the immediate complication of a wound and must be treated promptly.

Types of bleeding :-

Bleeding is classified by the blood vessel that is damaged

- 1) **Arteries** – If any artery is damaged, bleeding may be profuse
- 2) **Veins** – If a major vein is damaged, blood may gush from it profusely.
- 3) **Capillaries** – Occurs with any wound, bleeding may be brisk, but blood loss is usually slight.
- 4) **First Aid for Bleeding**
 1. Try to stop bleeding. Apply a tight bandage above the cut.
 2. Clean with sterilized bandage, if not available do, with a clean white cloth.
 3. Apply any anticeptic available.
 4. If bleeding does not stop take the patient immediately to the Doctor.

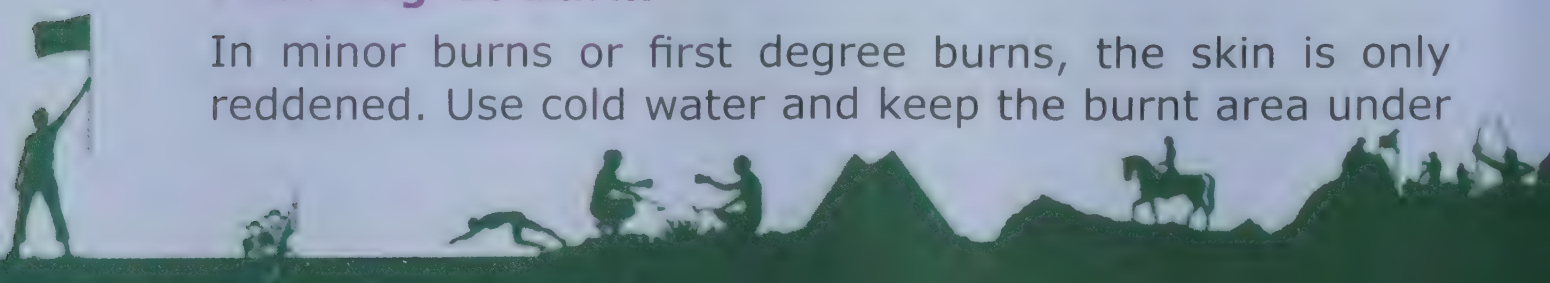


BURNS AND SCALDS:

Some one touches a hot coal results in ordinary burns. Some one spills boiling water over her foot/hand results in scald. You can also get sunburns.

First Degree Burn:

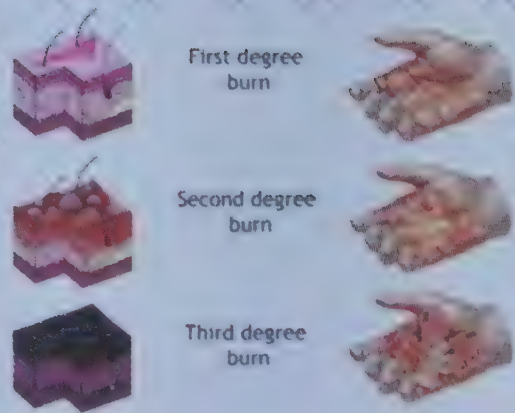
In minor burns or first degree burns, the skin is only reddened. Use cold water and keep the burnt area under



water till the pain subsidies. You can add ice to a basin of water and immerse the affected part in it. Put on clean dry dressing.

Second degree burns:

Here blisters are present. Do not break blisters. If they get broken they will get infected. Cover with dry, sterilized gauze pad bandage.



Third degree burns:

Skin is burnt away, flesh is charred. There is no pain. This type of burn is extremely dangerous. Cover with clean sheet and rush to hospital.

Chemical Burns:

Wash with lot of water. Remove contaminated clothing. Neutralise acid with alkaline solution. In case of alkali burns wash it with a weak acid solution. For burns of sulphuric acid, nitric acid and hydrochloric acid wash the wound with a solution of baking soda. For alkali burns caused by Caustic soda, Quick Lime and Potash, wash with lime juice.



Do not pull out clothing unless it is acid or alkali burns. Cover with clean dressing.

Remove rings and bangles before swelling starts. Give sips of coffee, tea, if conscious.

IF UNCONSCIOUS nothing to be given.

When the area of burns is large, treat for shock caused by pain and loss of plasma. **DO NOT USE OIL OR LOTIONS.**



SPRAINS:

It is caused by sudden jerk, straining or tearing the ligaments and tissues around the joint.



SIGNS:

1. Pain at the joint
2. Inability to use the joint.
3. Swelling and later on discoloration.



TREATMENT:

- Immobilise the joint, place it in comfortable and elevated position.
- Expose the joint and apply firm cold bandage.

*Wet the bandage and keep it wet; it is called **cold compress**.*



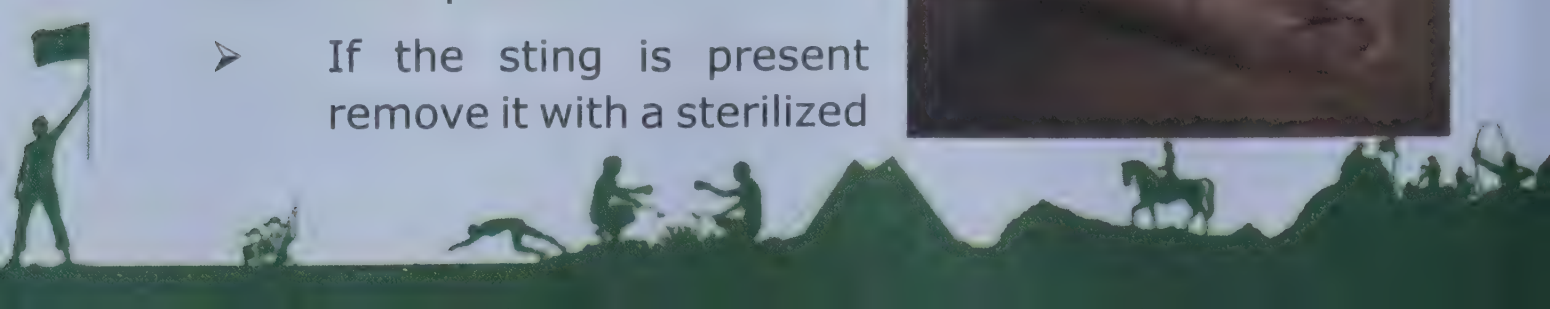
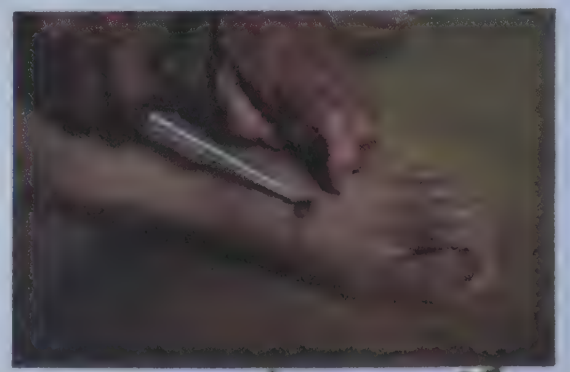
If the person cannot bear cold fomentation try hot fomentation i.e. bathing with water as hot as can be borne.

If the ankle gets sprained during a walk, do not remove the shoes. Keep them as support and tie a figure of 8 bandage around the foot with the shoe still on can be dipped in cold water.

STINGS:

Wasps, bees, scorpions stings, also some plants.

- If the sting is present remove it with a sterilized



needle tweezers. Wash the part with a solution of soda bicarbonate, for wasps, vinegar and onion juice are effective remedies.

- If the sting is inside the mouth wash the mouth with a solution of two teaspoonful of Soda Bicarbonate to one glass of water.

Important: Some persons are allergic to stings. They will need quick medical attention. You will realize they are allergic when there is too much pain and swelling or rash on the body.

BITE:

SNAKE BITE:

There are more than 2500 different kinds of snakes. Only about 200 of them are poisonous. All snake bites are not fatal. Only a very small quantity of the venom might have been injected. Most people die not because of the venom, but from fear. However all snake bite cases are to be treated as if bitten by poisonous ones.



Aims of First Aid:

1. to reassure the patient
2. to stop spreading of the venom
3. to obtain medical aid.

Management

1. Lay the patient down, give him/her complete rest. Calm and reassure him/her, never make him/her walk nor sleep.
2. If the bite is on the arm or leg, apply a constrictive bandage on the heart side of the bite tight enough to obstruct and stop the flow of the venom to all parts of the body.



3. Wash the wound with soap and water. Flush the wound with lot of water.
4. Cover the wound with a sterilized dressing.
5. Get medical aid or send the person on a stretcher to the hospital as quick as possible. If the snake has been killed, carry it to the hospital for identification. Should breathing fail, commence artificial respiration.

Dog Bite:

Dog bites are sometimes very serious. They may cause infection. If the animal is suffering from rabies it will be transmitted to the person. The condition is known as **Hydrophobia**. The dog should not be killed. It must be chained, and must be kept under observation for ten days. **Rabies** is also caused by infected cats, monkeys and jackals.



Aims of First Aid:

1. to prevent rabies or other infections.
2. to get medical aid.

Management:

All dog bites must be treated as potential bite by a rabid dog.

1. Wipe the saliva away from the wound.
2. Wash the wound thoroughly with plenty of soap and water.
3. Cover the wound with a dry, sterile light dressing.
4. Get medical aid or send the patient to the hospital for proper treatment.

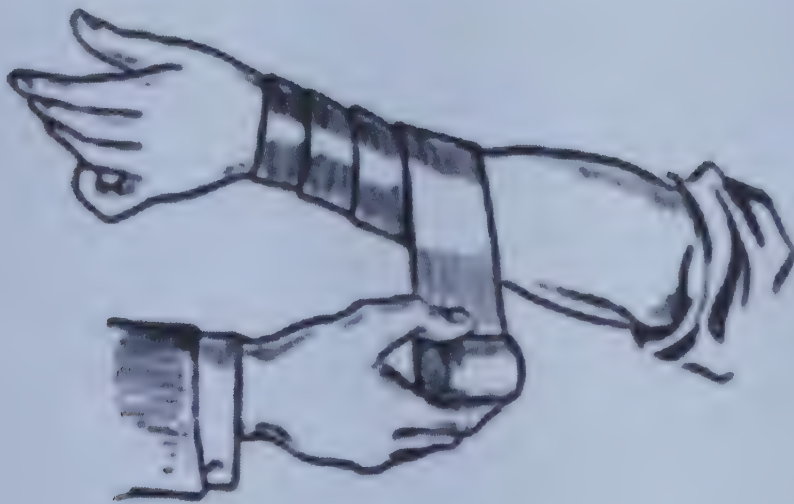


B) Use of roller bandage

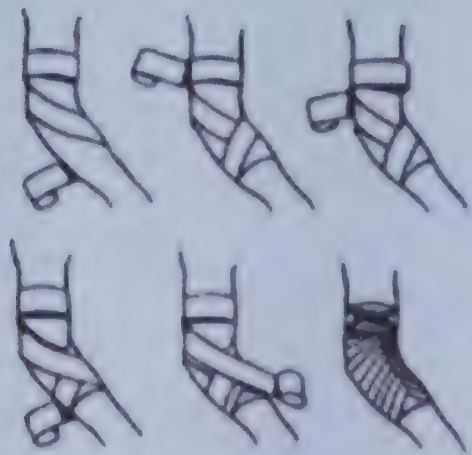
The roller bandages are made out of cotton material with loose mesh. They are of various lengths and widths.

Part to be bandaged	Required Width
Finger	2.5 cm (1 inch)
Hand	5 cm (2 inch)
Arm	5 or 6 cm (2 or 2.50 inch)
Leg	7.5 or 9 cm (3 or 3.5 inch)
Trunk	10 or 15 cm (4 to 6 inch)

There are three methods of applying roller bandages as follows :



1.Simple Spiral



2.Reverse Spiral

3.Figure of Eight



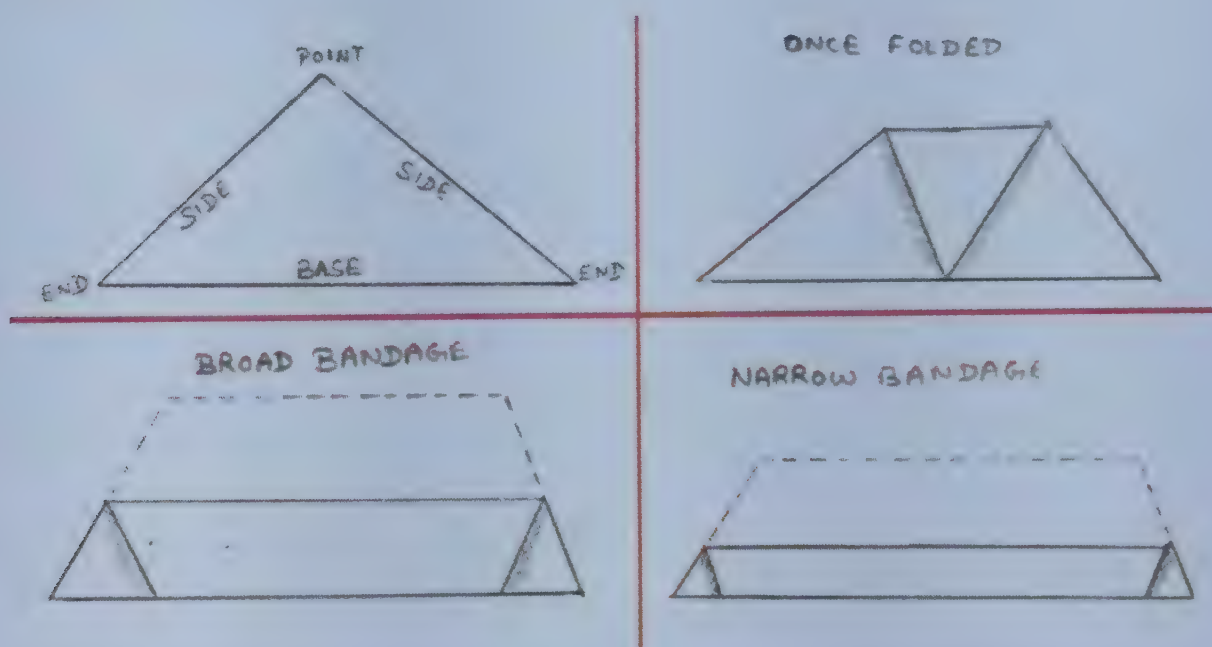
Crepe bandages

(The method of application is the same as roller bandage)



C) Use of triangular bandage:

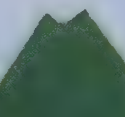
A triangular bandage is a simple bandage in triangular shape. The base of which is 120 cms and sides are of 100cms.



In the above diagram turn down point and let it touch the middle of the base. It becomes one fold or broad bandage. Then make another fold, becomes a narrow bandage. The triangle bandage cut off from the main piece of cloth should not be stitched.

1. Knee Bandage:

Fold the bandage by 2 inches on its base, put the base under the knee, take the ends of bandage round the knee and tie it above the knee with reef knot.





2. Head Bandage:

Fold the bandage by 2 inches on its base put it on the forehead, take it round the head (not covering the ears) take it round again and tie it on the forehead with reef knot. Collect the point of the bandage back of the head, bring it over head, apply a safety pin.



3. Foot Bandage:

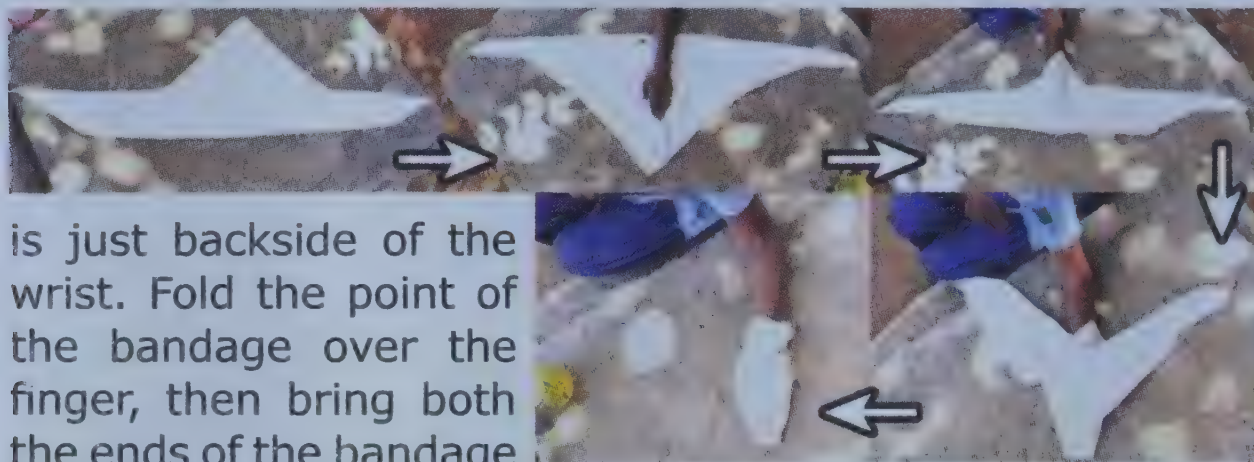
Put the bandage on the floor, put the foot on it, keeping the point towards the toe and base at the back. Fold the point over the foot and then cross both the ends over the point go round the ankle, come back again to the

front and put a reef knot. Cover the reef knot with the point.



4. Hand Bandage:

Spread the triangular bandage on a flat surface with a two inches fold on the base. Put the injured hand on it such a way that point of bandage is towards the finger and base



is just backside of the wrist. Fold the point of the bandage over the finger, then bring both the ends of the bandage

over the folded point and go round the wrist come back to the front and put a reef knot on the point. Then bring back the points of the bandage over the reef knot.

Fracture of Arm :

In case of fracture of an arm , broken arm is supported with two splints and tied with bandages. Then triangular bandage is used as a sling.



Observe the picture in steps and learn to put an arm sling.

Now a days, ready made slings are also available in the towns

d) Improvise a Stretcher

To carry a casualty many a times we don't get readymade stretcher. In such cases we will have to come up with innovative ideas and improvise the stretcher. And this



type of situation we come across always at the time of accidents. To carry the causality we have to improvise the stretcher.

(a) A window panel, shutter, door panel, covered well with straw, hay clothing and sacking.

(b) A piece of carpet, blanket, tarpaulin spread out and two staves rolled up on the sides. Put clothes for a pillow.

(c) Two coats with the sleeves turned inside out; pass two poles through the sleeves; button the coats over them.

(d) Two poles passed through a couple of sacks, through holes at the bottom corners of each.



(ii) Different Types of Improvised Stretchers:



First Aid Golden Rules



- Calm and Composed
- Your Own Safety First
- Emergency Response System
- Comfort of the Injured Person
- Stopping Any Bleeding
- Immobilizing a Person with Neck, Head or Back Pain
- Keeping a First Aid Kit



6. ESTIMATION

Dear Guides,

We estimate many things in our daily life. Without estimating the things we cannot move even a step in our day to day activities. Hence take round in the estimation venture to experience the estimation life skill.

Estimation means 'approximate guessing'. Estimating the distances /widths is one of the conditions for Dwitiya Sopan Guide. This estimation should be done without apparatus with 25 percent approximity. This means that you should be so conversant with these estimations that you can guess them correctly. You can do so only if you get plenty of training and practice.



A) Judging distance.

Know the exact length of your pace, use it for measuring the distances and widths.

Where you cannot walk and measure you will have to guess the distance. Some ideas are given here.

Remember things can appear nearer or far than they really are, depending on how clearly you can see the outline. Also, if there is water between you and an object, the distance can be deceptive.

1. Objects seen further away:

- (a) when they are in the shade,
- (b) across a valley,
- (c) when they are the same color as the background,
- (d) in a heat haze,
- (e) when you are lying down or kneeling.

2. Objects seem closer:

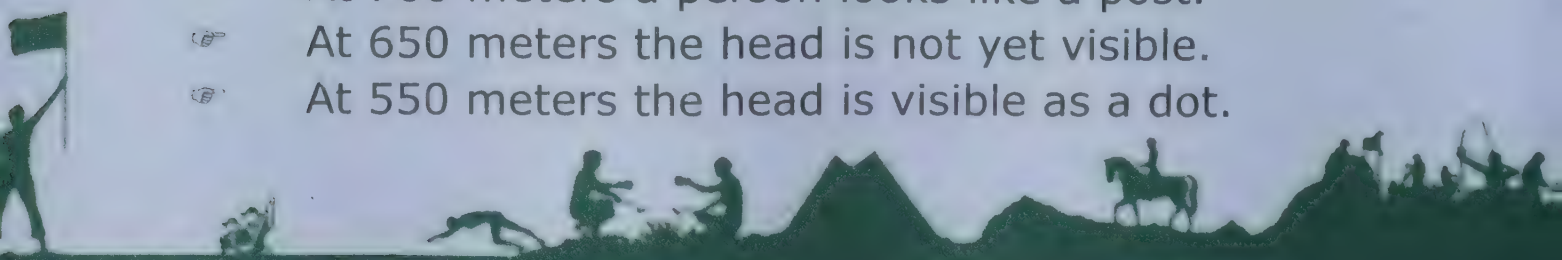
- (a) with the sun behind you,
- (b) in very clear air,
- (c) when it is different color from the background,
- (d) when the ground is fiat (or snow covered),
- (e) when it is larger than other objects nearby,
- (f) when you are looking across water, or a deep valley.

3. Visible objects seen nearer at night than during the day.

Remember the eye measures distance "as the crow flies", and does not allow for uneven terrain. In other words actual distance may be greater than visual distance.

Examples:

- ☞ At 700 meters a person looks like a post.
- ☞ At 650 meters the head is not yet visible.
- ☞ At 550 meters the head is visible as a dot.



- ☞ At 450 meters a person appears bottle shaped.
- ☞ At 350 meters movement of the legs can be seen.
- ☞ At 250 meters the face can be seen.
- ☞ At 200 meters details of clothing are recognizable.
- ☞ At 100 meters eyes and mouth can be seen clearly.

LEARNING TO JUDGE DISTANCE-PACE

As a means of checking your estimates, learn the exact length of your pace. If fairly tall, learn to pace an exact meter, heel to heel. On a quiet road, in a field, or out on the grassland, begin judging short distances to various objects, then pacing to check your "guess." Gradually increase the distances. Do this in competition with several other Guides and you'll find it an interesting game. Remember that the eye measures distance as in an "air line," from eye to object, and does not allow for irregularities of the ground. In other words, ground distance may be greater than visual distance.

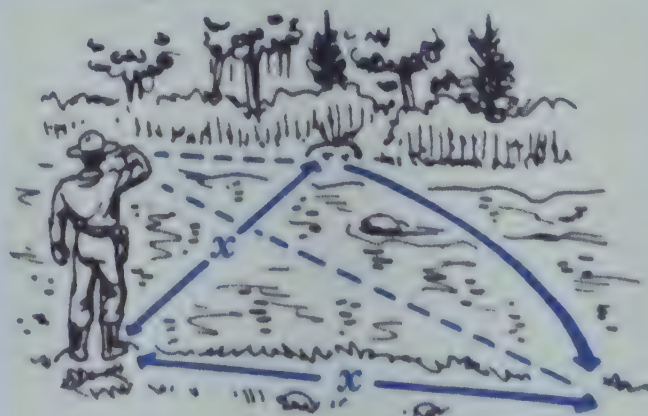
JUDGING DISTANCE BY SOUND

Distance can sometimes be judged by sight and sound. If you see a gun fired, for instance, and count the seconds between the flash and report, you can tell how far the sound has come, if you remember that sound travels at 365 yards a second.

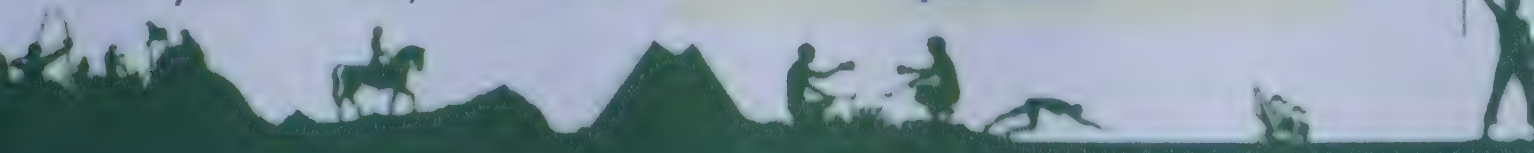
Widths

Measuring Widths -

Napoleon Method or Hat Brim Method Stand on one shore of a stream. Bow your head, chin against your chest. Hold your hand to your forehead in a salute. Move your hand down until the front edge of it seems to touch the opposite shore. Without changing the position of your hand, make a



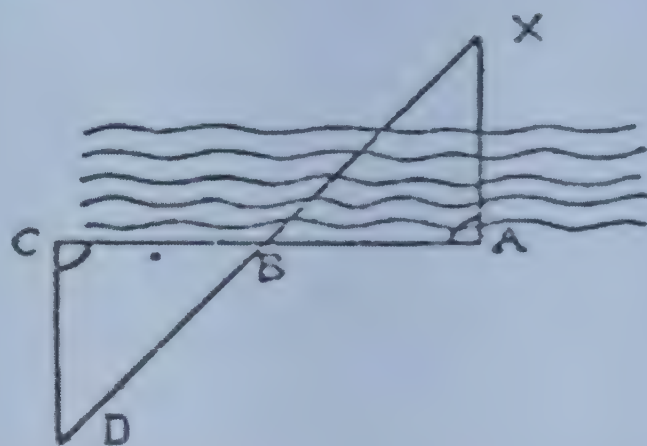
Napoleon Method



quarter turn. Notice the point at which the edge of your hand seems to touch the near shore. Pace off the distance to that point and you will know the width of the river. Napoleon might have used the brim of his hat instead of his hand. If you are wearing a cap with a visor, so can you.

Similar Triangles Method

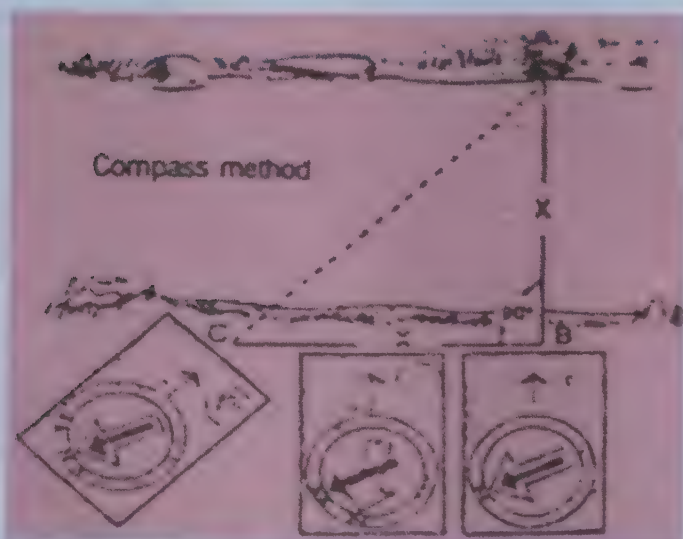
A is a position where you are standing. On one bank of the river X is an object on other side of the river bank. Take 6 to 10 more stick steps on any side say towards C (Imaginary point). Halt at B i.e. middle of the A-C. At B, put one stick or a Guide may stand. Walk upto C i.e. equal steps of A to B. For Example if you have walked 10 steps from A to B, then walk 10 more steps from B towards C. From C, walk on opposite direction upto the place where you will find B and X in same line. Mark that point as D. Distance from C to D is the Distance/Width of the River i.e. AX.



COMPASS METHOD

Stand on the one side of a river (B) notice a rock or object exactly opposite to you on the other side of the river (A). point the travel direction arrow of your compass at the rock.

Turn the dial until the compass needle lies over the orienting arrow, north point pointing N. Read the degrees (in this case 120) Add 45 (making it 165). Walk along the river pointing the travel arrow towards A. when the compass is oriented, stop(C). Distance CB is the width of the river.



7. OUT OF DOORS

a) PARTICIPATE IN A COMPANY WIDE GAME

There are many types of games, some help the Guides to become alert and intelligent and provide an outlet for energy and high spirits.



Wide Games is one of the types of games, which include Woodcraft games, (i.e. tracking, stalking and nature observation) covering long periods of time and space and take the Guides

right out into the open, bringing emergencies. First aid, Nature Craft, Compass, Mapping etc. This type of games is often played in Wooded area, providing for planning and organizing.

A lot of imagination is required to set the scene and formulate the playing conditions. Valuable training comes through the way games are played as well as through the games themselves. Thus the Guides realize that any job should be tackled when you follow certain basic principles.

Wide games develop courage, sense of honesty, self control and fair play; while quiet games are important in the development of ingenuity and resourcefulness.

Usually, Patrol will become the basic unit for the Company wide games. All the members co-operate with one another.

Unit Leader will give a demo of wide game to develop your interest. Before planning or playing Unit Leader will plan for the effectiveness of the environment and safety.



Story or a situation or event has to be created involving your skills. You can take the help of parents, friends, senior Guides. Proper instructions should be given for starting and coming back time. After the game is played it should be evaluated by Guides and Unit Leader for further improvements.



Suggested games are given below:

1. Defend enemy
2. Catch the Guide
3. Release kidnapped Guides .
4. Find out the lost treasure.
5. Hunt for treasure.
6. Attend mass accidents-Train, Bus or collapsed building.
7. Earthquake relief.
8. Flood relief.
9. Controlling epidemics.
10. Famine relief.

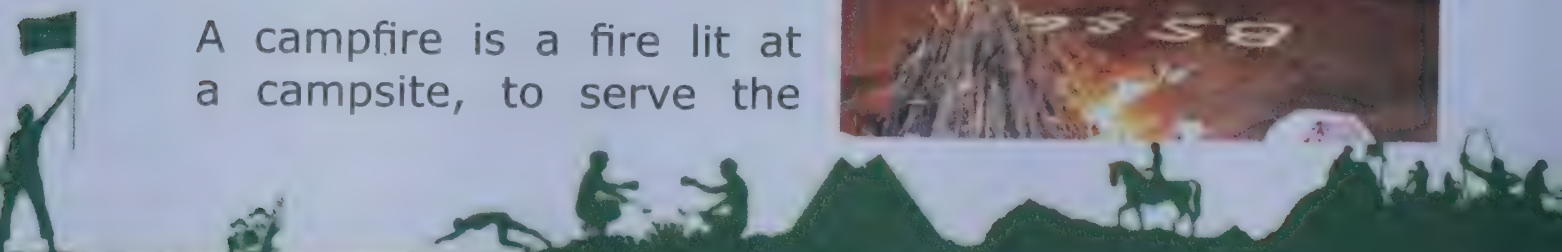
*You can go through the book **GAMES GALORE** of National Headquarters for more details.*

- b) Participate in a company campfire and know at least two folk/patriotic songs and participate in a Patrol skit.**

Activity:

Participate in a Company campfire and know at least two folk/patriotic songs and participate in a patrol skit.

A campfire is a fire lit at a campsite, to serve the



following functions: light, warmth, a beacon, an insect and/or apex predator deterrent, to cook, and for a psychological sense of security. In established campgrounds they are usually in a fire ring for safety. Campfires are a popular feature of camping, particularly among organized camps of Guides.

c) Know and practice Road Safety Rules for vehicles :

Road Safety is safety on the roads. Road safety is the process of learning how to be safe and sensible when driving a vehicle on a road.

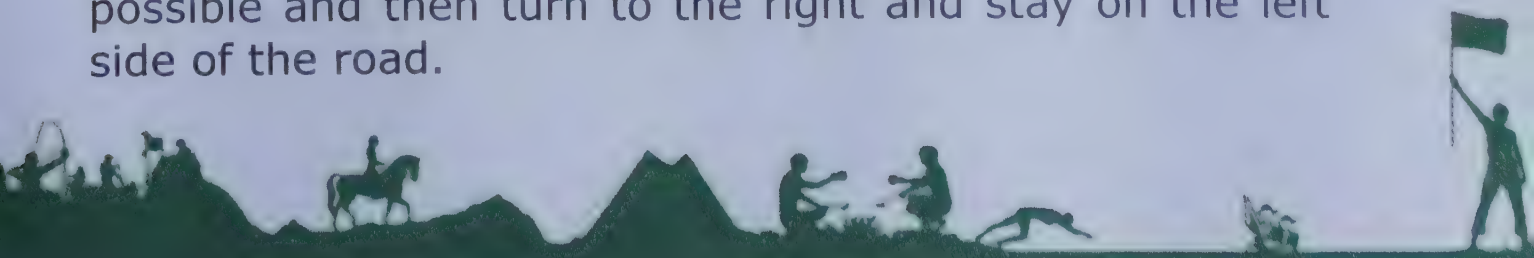


Basic Rules of Road Safety With new vehicles coming out each day and lot of new drivers behind the wheel, it is imperative that we get back to the basics and make sure we are following the rules and making sure everyone else we know is following the rules. No exceptions – if you are driving a car or riding a two wheeler you have to know and follow the rules.

1.Keep Left: Drive as close to the left side of the road and allow all traffic going in the opposite direction to pass on the right hand side.

2.Turning Left: When need to turn onto a road on the left, stay close to the left edge of the road and after making the turn continue on the left side of the road. (Do not cut across lanes from the right side of the road and then turn left).

3.Turning Right: When turning onto a road on the right side, first approach the center of the road as safely as possible and then turn to the right and stay on the left side of the road.



4. Passing: If there is a need to pass traffic proceeding in the same direction, always pass/overtake them on their right side. The only exception to this would be the case where a vehicle that is trying to turn to the right (and has indicated their intention to turn right) is occupying the center lane and therefore requires passing them on the left side.

5. When being passed / overtaken by another vehicle: The driver should not speed up or do anything to prevent the other vehicle from passing.

6. Intersections: Drivers should slow down when approaching road corners, intersections, junctions or pedestrian crossings and not enter until sure that such an entry will not endanger the safety of pedestrians or people in other vehicles there.

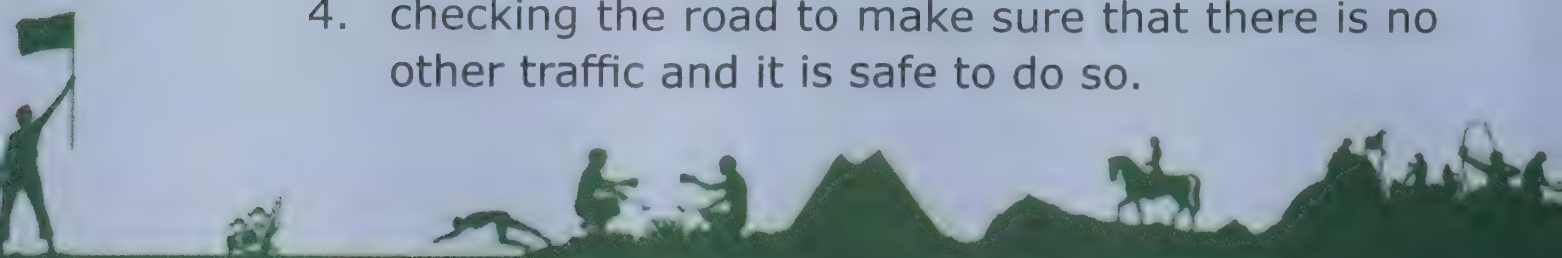
7. Right of Way: When entering an intersection that is not regulated by a traffic signal or by a traffic policeman and which is an entry onto a main road, the driver of the vehicle is to give right of way to the vehicles already proceeding on that road. In all other cases the driver is to give way to traffic approaching from his right hand side and only then proceed.

8. Emergency Vehicles: Fire Service Vehicles and Ambulances are to be allowed free passage and drivers of all other vehicles should move their vehicles to the side of the road to do so.

9. Pedestrians: Pedestrians have the right of way at uncontrolled pedestrian crossings.

10. "U" Turns: "U" turns may be done only when

1. not explicitly prohibited by a sign
2. only after indicating the turn is being planned either through a hand signal or through the vehicle indicators
3. after checking the mirrors to make sure there is no traffic from behind
4. checking the road to make sure that there is no other traffic and it is safe to do so.



11. Required Signals: These are really hand signals as mentioned in point 13 of the rules of the road. Very few people actually know the hand signs and use them. It is good to learn them and be prepared to use them if you have any issue with your indicator lights or with your brake lights. The hand signs for the following should be followed if the vehicle brake/indicator lights do not work:

1. when the vehicle is about to slow down
2. when the vehicle is about to stop
3. when the vehicle is about to turn to the right side or pass a vehicle on the right
4. when the vehicle is about to turn to the left
5. when indicating that it is safe for the vehicle behind to pass

12. One Way Roads: On designated "One Way" roads drive only in the direction indicated on the road signs. Do not drive the vehicle in reverse into a "One way" street.

13. Stop Lines: At road intersections, pedestrian crossings and stop signs make sure that the vehicle is fully behind the stop lines painted on the road. The driver has to drive taking into account this requirement of stopping before the stop line when required by a stop light or sign or by a police officer.

14. Noise: Drivers should not

1. sound the horn more than necessary for safety. Continuously and unnecessary sounding of the horn is illegal.
2. sound the horn in designated silent zones (for e.g. such as hospital zones)
3. use multi-toned horns that are harsh, shrill, loud or alarming
4. use cut outs for the exhausts
5. drive vehicles that create a lot of noise when in motion
6. drive vehicles without proper mufflers causing a loud sound



15. Traffic Lights & Signs: Obey the traffic signal lights, the instructions given by the traffic policemen or by designated / authorized people in charge of regulating traffic.

16. Following Distance:

Keep sufficient distance behind the vehicle in front to allow distance to stop if the vehicle in front has to stop suddenly.

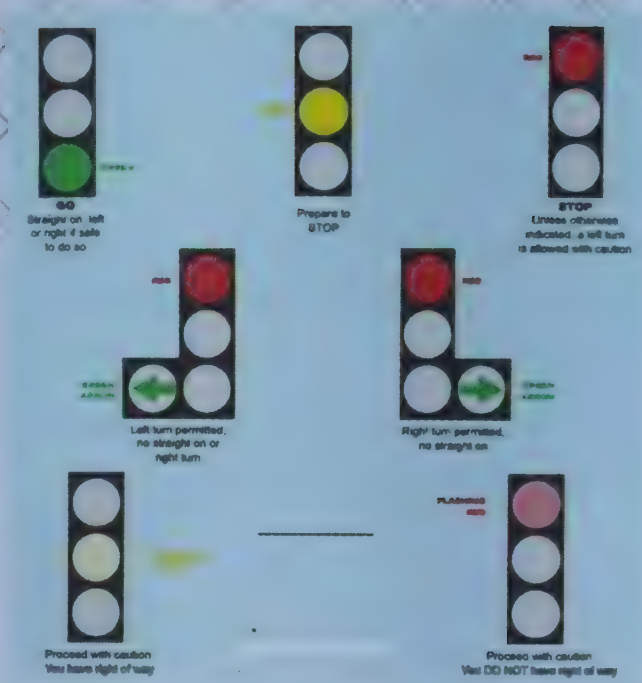
17. Dangerous Materials: Other than the fuel and lubricant necessary for vehicle operation, no explosive, inflammable or other dangerous substance should be carried on any public transport vehicle.

18. Documents to be carried/produced on demand:

The person driving the vehicle is to always carry the following documents:

1. Driving License
2. Certificate of taxation
3. Certificate of insurance
4. For transport vehicles the following additional documents are required
 - i. The permit
 - ii. Fitness certificate
5. Pollution Certificate

These documents are to be produced on demand by any Police officer in Uniform, Officers of the Motor Vehicles Department in Uniform or by any officer authorized by the Government. If the driver does not have the documents in his/her possession he/she should produce attested copies in person or through registered post to the officer who demanded it within 15 days.



Duties of Guides : Please pass these rules to your friends and relatives and if you are/know a first time driver please make sure they go through these before they get behind the wheel. Make sure your own drivers follow these rules and demand that your hired drivers (cabs/rentals/autos/share autos) also follow these rules. Please sign in through comments that you will follow these rules as much as you can and will encourage as many others as you can to do so as well.

*Let us make the roads a bit safer for everyone.
Drive Safely!*

d) Know how to ride a bicycle:

Guides learn to cycle and go on a hike and use it in daily life. You can earn Cyclist badge. You can avoid air pollution save petrol and money. Cycling is a very good exercise to keep fit and healthy.



Find a safe place to practice. Concrete is the easiest surface to bike on but is unforgiving if you fall. (With correct braking technique and a properly adjusted seat, however, this should not be an issue). Short grass or even tidy gravel would be acceptable alternatives for anyone who feels panicky about falling, but be forewarned that these surfaces make balancing harder and offer more resistance to bike tyres. Wherever you end up going, make sure it has flat areas and gentle slopes (to help you build momentum) but no tight spaces, steep slopes, or traffic.



2. Make sure you know how to ride a Cycle safely.

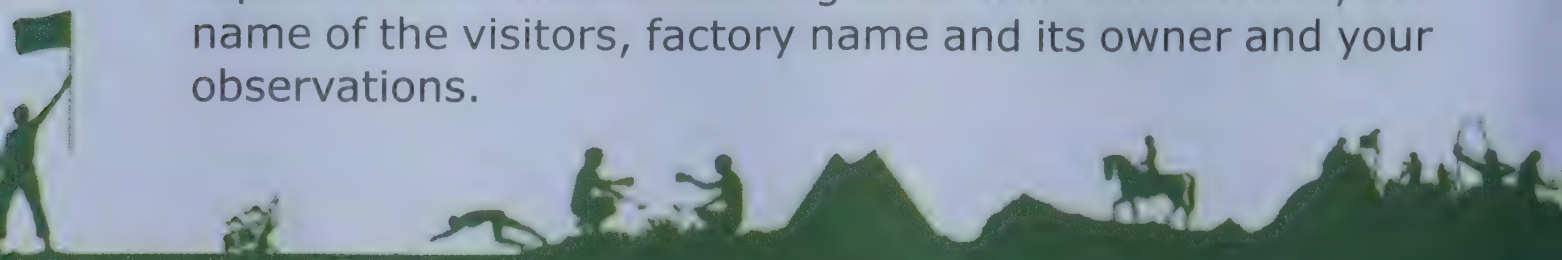
If it is your first time riding, consider lowering the seat so that you can put most of your feet on the ground while seated. You should also check the tyre pressure, brakes, and such. If you're wearing long jeans or other long pants, be sure to roll up the right pant leg so it doesn't get caught in the mechanisms on the right side of the bike. Avoid long skirts or baggy clothing (which could become caught in the gears or tyres) and flimsy or open-toed shoes (which might prevent you from stopping yourself effectively should you opt not to use the brakes).



- ☞ Riding on the sidewalk is inappropriate or illegal or dangerous in some areas, particularly urban areas because you might hit people.
- ☞ Helmets are necessary and helpful. They help protect heads.
- ☞ If you are wearing salwar, kameez, duppata, your duppata should not be allowed to fly when you drive as it may get caught with wheels.

e) Visit a factory in the neighbourhood of schools/ colleges/residence to understand the manufacturing process of various products and also to respect the dignity of labour and know about pollution control method adopted by the factory.

Dear Guides, you have to visit the factory of nearby place and understand the process of products how the particular items are produced. You have to see the work of the labourers working in it so that you can understand how they work hard to get the production so that you will be able to respect their work. You must know the method of pollution control used in the particular factory. Visit report to be written in the Log Book with date of visit, the name of the visitors, factory name and its owner and your observations.

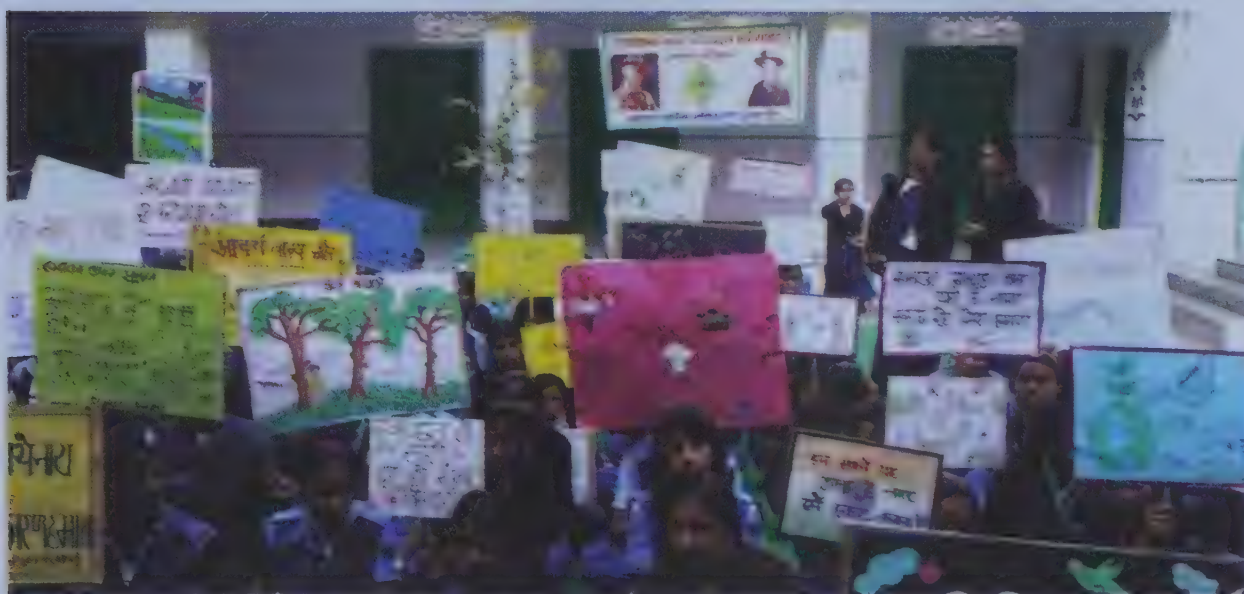


8. SERVICE (any one)

Dear Guide,

You are showing much interest in learning many activities. But there is no meaning in learning if you do not put into practice, the service to the community. Try for the following activities in community service.

- a) Undertake a development Project in your school in consultation with the head of the institution.**



Community Development is a process of growth from a state of dependence to one of autonomy. Development of people, involving them in identification of their needs and working together with others in the community to solve the problems

Educational process of change based on collective action taking place within a community and leading to a better quality of life with the people.

Start with small project. Community solves its own problems.



Process of a Community Development Project: HOW ?

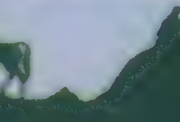
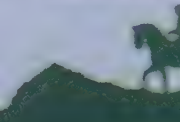
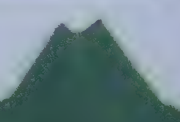
- a. Start with an idea.
- b. Develop the idea.
- c. Decide where you want to do - the area to be decided
- d. Identify problems of the area
- e. Data information to be collected.
- f. The project is defined and planned time bound including human and financial resources.
- g. The project is accepted.
- h. Resources are secured.
- i. The project is implemented and finished in time earliest.
- j. The project is assessed.
- k. The results are evaluated.

b) Participate in a Social Service Camp/ Camps covering over a period of a month.

You have to participate in a Social Service Camp for minimum 30 days in total. It may be one camp for a month or spread over to two months or whole year. Write down the report of the work of done datewise and your experience and submit to your Unit Leader.

c) Serve in community fair or Mela including preparatory and post event assignments of Mela/fair.

You have to participate in a community fair or Mela and help the organisers in the preparation of the same, during the event and in the winding the event. Write down the report of the work done



and your role and experience and submit to your Unit Leader.

d) Participate in an Anti Litter Campaign with your Patrol and help to clean up an area around your school or headquarters

You have to participate in an Anti Litter Campaign organised by your Company or Patrol and get the area clean. Write down the report.

e) Demonstrate the 3R's of Conservation: Reduce, Recycle and Reuse.

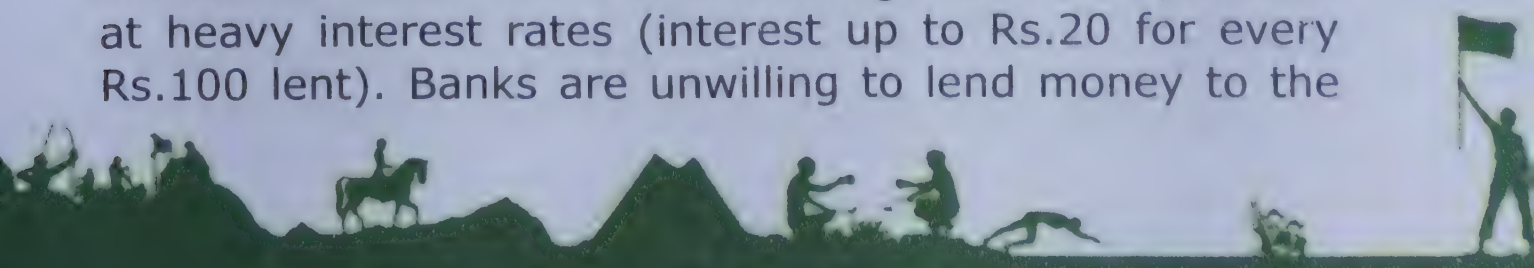
"The three R's – reduce, and recycle reuse all help to cut down on the amount of waste we throw away. They conserve natural resources, landfill space and energy. Plus, the three R's save land and money Communities must use to dispose of waste in landfills. You should know what type of material we can reduce, recycle and reuse in our life and show it.

f) To form and participate in Self Help Groups

What is Self Help Groups:

SELF HELP GROUP (SHG)

Over 40% of the population of India belongs to the economically poor/ weaker sections of society and a large majority of this number live in urban slums. The more marginalized among these hold menial jobs, working as coolie labourers, vegetable vendors or domestic workers. Theirs is a hand-to-mouth existence, with the household managed in large part by the women. With large families and/or high incidence of alcoholism among their men folk, the women often resort to borrowing from moneylenders at heavy interest rates (interest up to Rs.20 for every Rs.100 lent). Banks are unwilling to lend money to the



poor and even pawnbrokers demand security. Though the Government has made financial inclusion a priority agenda, accessible savings systems and credit facilities are still very much out of reach of the poor, particularly in slum communities.

Empowerment is a crucial component of any attempt to tackle the root of poverty.

The Self Help Group (SHG) program is designed to provide the poor with access to savings and credit systems, seeking to catalyse that process of empowerment through stimulating economic change within the lives of the group members.

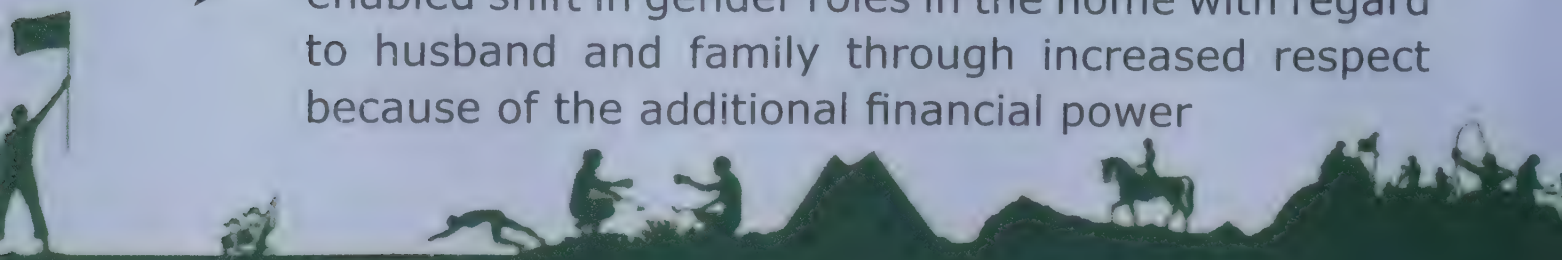
SHG MEETINGS AND TRAINING PROGRAMS

Each SHG has between 10-15 members. Monthly meetings are held where members collect their savings and pay loan dues. Discussions at the SHG meetings are not restricted to only thrift and credit but extend to other areas of the women's lives – children, family problems, incidents of domestic violence, civic issues (water or sanitation problems, bad roads, no electricity, etc.). They are thus able to collectively negotiate with the government on some of these issues.

Capacity building programs through training is organized by APSA for its SHGs on various topics such as book-keeping, budgeting, accessing credit and bank linkages, government welfare schemes, gender rights and addressing issues of gender-based violence in the community, personal development, health and hygiene, child rights and child protection structures and legal rights. The quality of life of these women, their children and families has improved with better access to information, facilities and benefits.

The experience of SHG program over the last 15 years has been extremely positive. SHG intervention has resulted in:

- increased women's economic power through savings
- enabled shift in gender roles in the home with regard to husband and family through increased respect because of the additional financial power

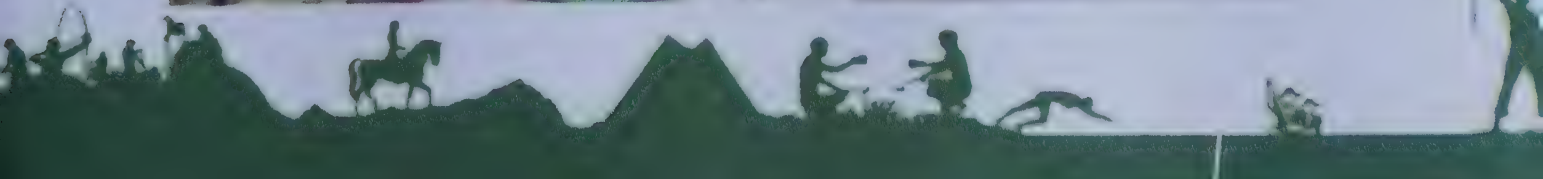


- built awareness among members on the importance of collectively pooling and saving money and sharing common experiences
- made members realize the power of the collective in fighting for their rights through strengthening, supporting and guiding one another
- given members hope about what they can achieve in their lives
- additional security and support through SHG Federations
- reduction in incidents of child marriage and child labour among families of SHGs
- enhanced quality of life of members, who have also played active roles in addressing community-based issue

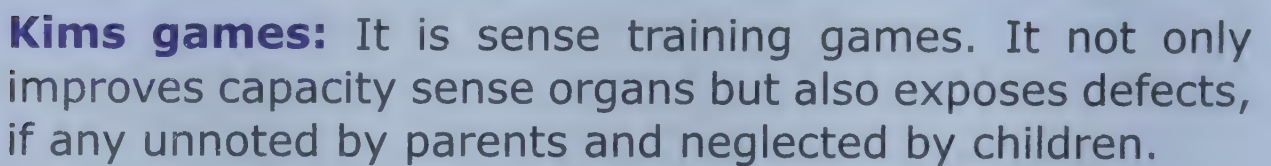
You have to find SHG in your area and help them in their work.

g) Such other sustained activities where Guide skills are made use of

Some Examples: like Park adoption and making some pioneering projects for the use of children etc., First Aid Service, Service in Hospital etc.



The Kim-games get their name from Kim, the hero from Rudyard Kipling's novel „Kim“, who took upon himself the training of his memory and perception abilities. Kim-games use the senses to learn. These can be used for any age group.



Vision and hearing defects can be easily detected through this game. By playing repeatedly it improves recognition, recall and memory.

There are different kinds of sense training games (KIM's Games):-

1. Observation games.
2. Taste games
3. Sound games
4. Smelling games
5. Touch games

Activity:

Play any type of sense game now and train your senses as well as your memory. You can organise in your Company or Patrol.

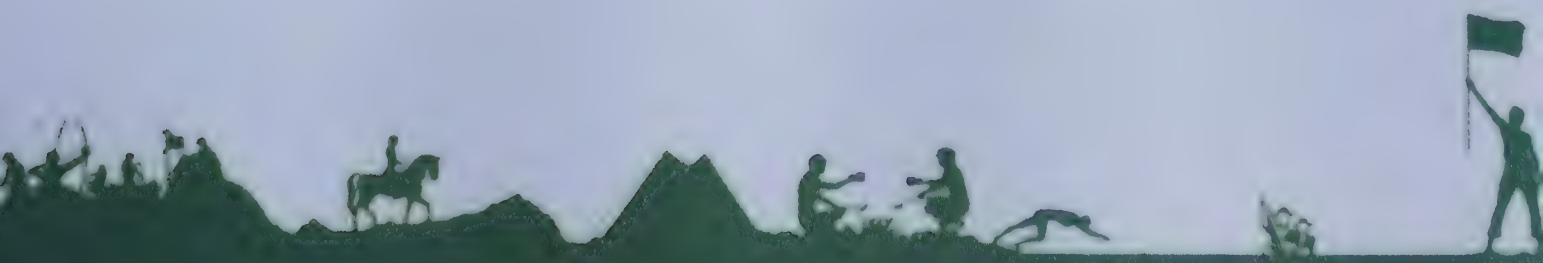
Here are some of the games suggested for sense training:-

- 1. Observation game:-** Collect many articles of daily use, like pen, pencil, colour pencils, keychain, spoon,



soap, scissors, etc. not less than 20 no. All patrol members can be asked to observe for 2 to 3 minutes. Then they should list out the articles on a piece of paper. This is a test for them for observation and memory power. The same can be played in another way. Keeping about 20 articles on a plate be shown to the guides. Take the plate away and add some more articles or and remove some articles and ask them to observe. Now they have to list out changes, removed articles or and added articles.

2. **Taste game :-** Keep glasses of lime water, sugar mixed water, salt water, some sauce mixed water, coffee or tea etc. The guides come in order, without touching anything, allowed to taste. Then they will list out the details.
3. **Sound game:-** Behind closed door, different sound are made for the guides. For example closing the door, pouring water from one cup to another, frying the pan, ringing the bell, scratching the floor etc. After hearing the sound, guides list out the different sound.
4. **Smelling game:-** Different articles like onion or garlic/coffee powder, soap, dettol, asafoetida, chilly powder, pepper, ginger etc. should be packed tightly, each in a piece of cloth individually. The guides with their eyes closed and hands tied at the back smell each and then list out.
5. **Touch game-** Things selected for touch game neatly packed with cloth, preferably in the same size. The following things can be packed. A brick, sponge, cotton, leaves and flowers, fruit, rubber, metal etc. Guides, preferably eyes closed touch and feel the articles, list out .



10. Qualify for any two from the following Proficiency Badges:



(i) Cook



(ii) Debator



(iii) Friend to Animals



(iv) Gardener



(v) Handywoman



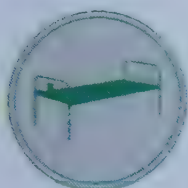
(vi) Cyclist



(vii) Laundress



(viii) Reader



(ix) Child Nurse

For details Badge requirement refer APRO Part III



11. DISCIPLINE:

a) Know the various Company Formations.

COMPANY FORMATIONS

All Company formations should be practiced till the Guides can do them smartly, silently and orderly. In the drills the PL is always on the right and Second is in their rear or on the left of the Patrol.

- **Line formation** – for inspection purposes.
- **File or rows** – for competitions.
- **Open column** – on ceremonial parade.
- **Close column** – on ceremonial parade.
- **Arrow formation** – (spokes of a wheel) where there is only a small space available.
- **Horse shoe formation** – for all assemblies.
- **Circle formation** – for games, campfire.

In all these drills use hand signals and avoid loud commands. Drills and orderly movement are to make Guides very smart and agile and to move in an orderly fashion as a Company.

Avoid physical jerks and stamping.

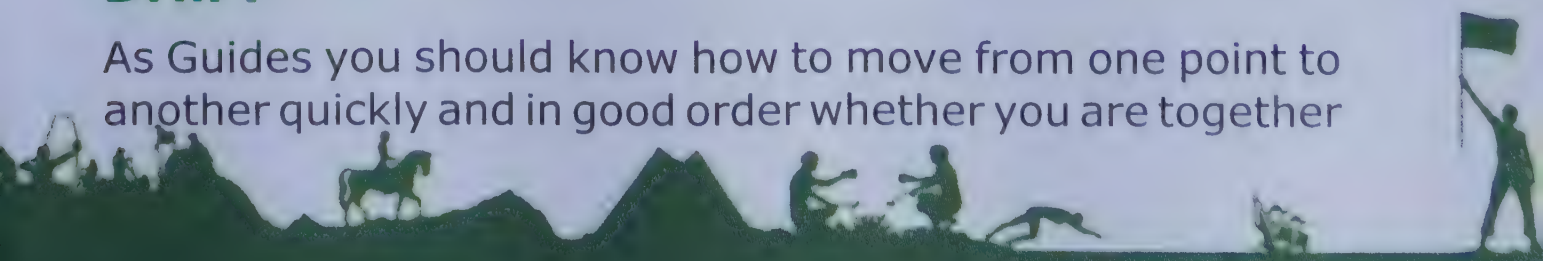
On a signal given by the Guide Captain every Guide immediately doubles to her proper place in her Patrol. The whole formation stands facing the GC.

The moment the GC completes the signal the Guides start running and get to their proper places. The GC keeps the signal on till the whole Company is formed.

b) Be able to march three deep with your Company smartly and in good order. Follow drill commands during marching.

Drill :

As Guides you should know how to move from one point to another quickly and in good order whether you are together





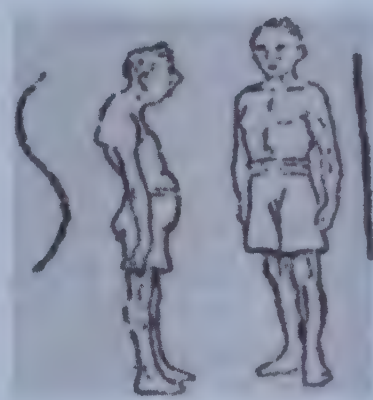
as a Guide Company or in Patrols. Frequent practice in drill will give you the necessary training and keep you smart.

"Guides should know how to move quickly in Company and Patrol group from one point to another", says B.P. "When done right, practice to in quick and orderly Movements set them up, and make them to smart

and quick." It strengthens the muscles which support the body, and by keeping the body upright the lungs and heart get plenty of room to work and the inside organs are kept in proper position for proper digestion of food.

B.P. Continues:

"A slouching position depresses them doing this properly, so that a man in that position is generally weak and often ill."



Drill Commands:

Fall in (Line ban)

Right Dress (Dahine Saaj)

Eyes Front (Samne Dekh)

Stand at Ease (Vishram)

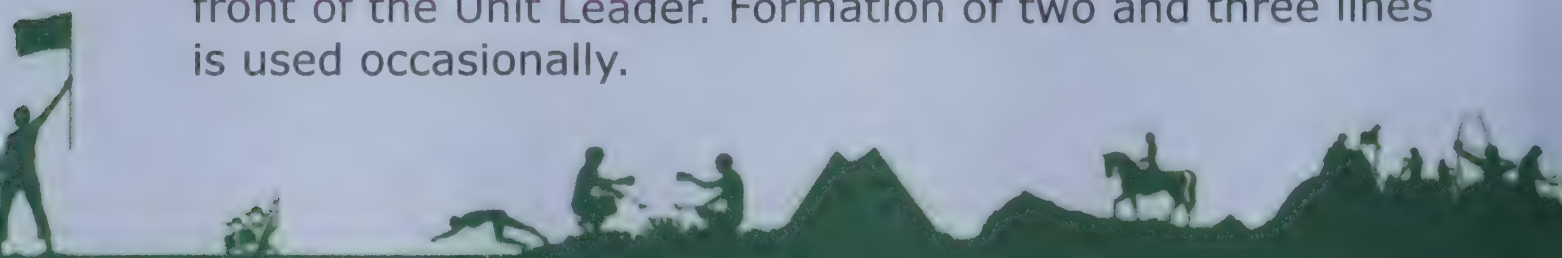
Stand Easy (Aaram Se)

Attention (Savdhan)

Right Turn (Dahine Mur)

Left Turn (Bayen Mur)

Fall in (Line ban): All the Patrols fall in, in a single line in front of the Unit Leader. Formation of two and three lines is used occasionally.



Right Dress(Dahine Saaj): The guide of the front line on the right flank stands stilt. The Guide immediately behind her raises hand frontward and adjust the arm distance. Similarly all others in that line will adjust the arm distance

All other guides in the front rank turn head and eyes to the right, and raise their right arm with clenched fist. Guides use the left arm when carrying a staff.

All other guides of the second or third line if any cover up from the front rank and dress by looking to the right without raising the hand. On the command "EYES FRONT (Samne Dekh)", head and eyes are brought sharply to the front and the arm is dropped smartly to the side.

Left Dress (Bayen Saaj): Substitute the word left for each word 'right' in the above description.

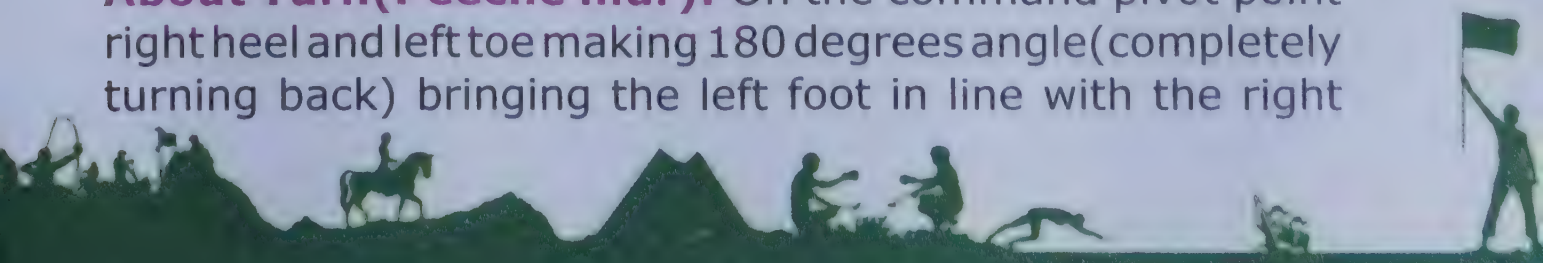
Stand at Ease (Vishram): Move the left foot off to the left about twelve inches body evenly balanced on both legs, hands behind the back, right palm resting on fingers of left palm stretched and thumbs crossed. No movement is allowed until the next command "STAND EASY" is given. You can relax, but do not move your feet and do not talk.

Attention(Saavdhan): Bring the left heel closer to the right heel, keep the toes open at 30degrees angle and stand erect. Head and eyes to be front, arms to sides with hands closed fist, and thumbs to the front just behind the seam of the uniform.

Right Turn(Dahine Mur): On the command pivot on right heel and left toe making 90 degrees angle to the right side and bring left foot to the right foot.

Left Turn(Bayen Mur): Substitute the word " Left" for the "Right" and action will be vice-versa of the above description.

About Turn(Peeche mur): On the command pivot point right heel and left toe making 180degrees angle(completely turning back) bringing the left foot in line with the right



foot. To maintain the uniformity generally number is given as One-Two-Three or One-Two-Three -Four.

Number from Right:(Dahine Se Ginti Kar): All the Guides standing in a rank in front of the Unit Leader will give their numbers 1-2-3-4----from the right hand side of the rank.

Open (Khuli line Chal) and Close Order March(Nikat line Chal): All the patrols are standing one behind the other in front of the Unit Leader with a distance of two steps in between each patrol. When open order command is given the patrols will be marching apart by two steps(first line two steps forward and last line two steps backward). On the command close order column, the first line will go two steps back and last line comes two steps forward. On both commands middle line stands still.

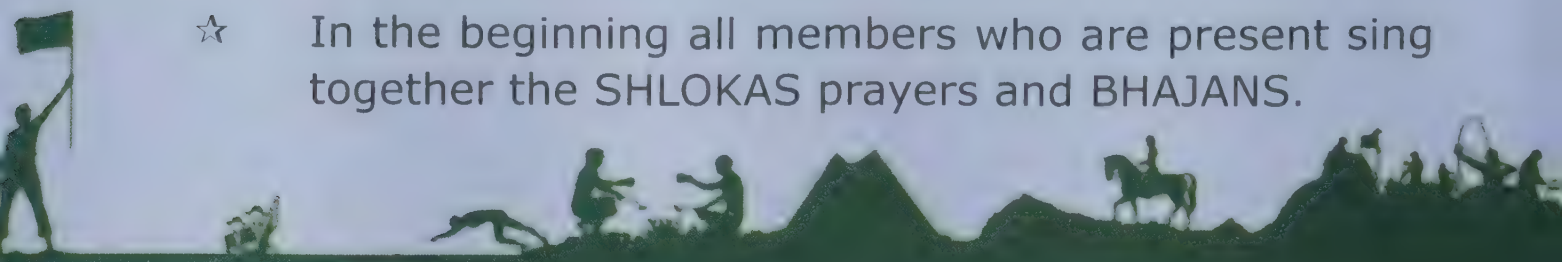
Dismiss(Visarjan): Turn to the right, salute, One step to the right and disperse.

c) Participate in four All Faiths Prayer meetings in your Company

Programme followed by National Headquarters

1. Pratah Smaran,
2. Saraswathi Vandana,
3. Guru Vandana,
4. Raghupathi Raghava,
5. Jaya Bolo,
6. Individual Faiths
(In Alphabetical Order),
7. One Minute Silent Prayer,
8. We Shall Over Come,
9. Har Desh Men Tu,
10. Shanti Path

☆ In the beginning all members who are present sing together the SHLOKAS prayers and BHAJANS.





- ☆ Then individual prayer will be read/sung/say loudly by one representative of each faith.
- ☆ After keeping silent for a few moments all sing together Bhajans and at the end Shanti path.
- ☆ All move out quietly.
- ☆ Solemnity is to be maintained.

The Bharat Scouts and Guides have published a small booklet called Hamare Solah Geet , it is both in Devnagri and Roman script. So everyone is able to make use of it. There is a CD also on sale.

Attend such four meetings,

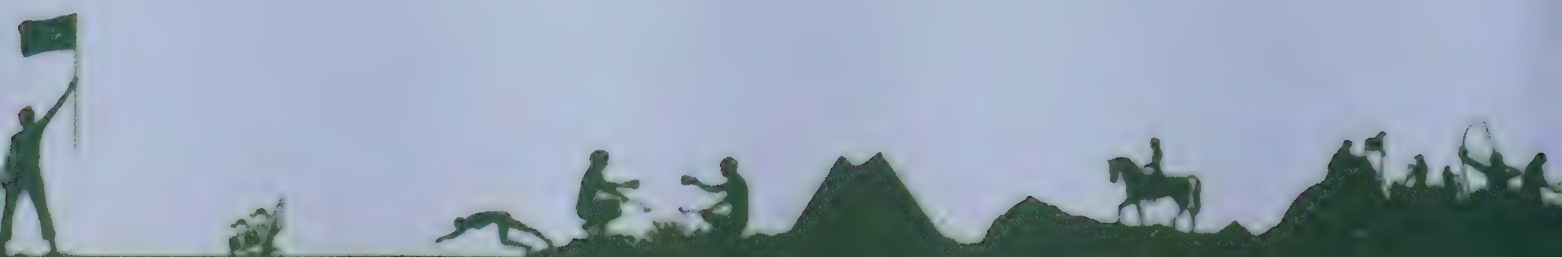
Note: The All Faiths prayer meeting should be conducted with full devotion and solemnity. As a guidance individual prayers are to be made only when a member who follows the religion as a practice which means in case your group does not have a Jain or a Christian as a member others following a different religion should not be allowed to make individual prayers of Jainism or Christianity. Further if all the members of the group follow a single religion the All Faiths prayer can be only with all the common songs as provided in **Hamare Solah Geet**.

Any day convenient to all Guides can be chosen for All Faiths Prayer Meeting. Some important days like Independence Day, Gandhi Jayanti, Foundation Day,



Republic Day, Founders Day are preferred. The members should be informed well in advance so that they do not miss or arrive late.

All should arrive in uniform at the fixed time. After starting of Prayer, no one can enter the place where the Meeting is arranged. Perfect silence is to be observed. All songs are sung by all. Individual faith by the members of the selected guides of the respective religion. After the prayer meet all leave the place slowly and silently.



12. COMMUNICATION:

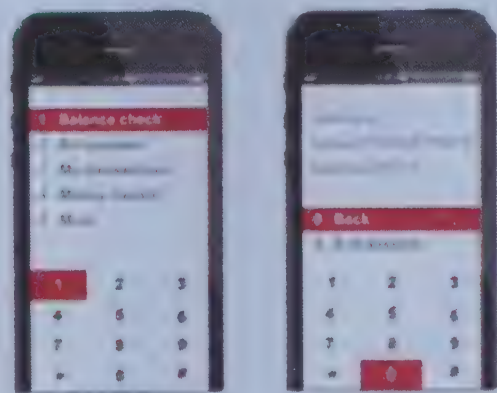
a) Use a computer and know the advantages and disadvantages of mobile phone, internet and their applications in the development of the country.

You have to learn the use of Computer and know its advantages and disadvantages. You must learn the uses of computer in our life and list out its advantages and disadvantages.



Advantages of Mobile Phones

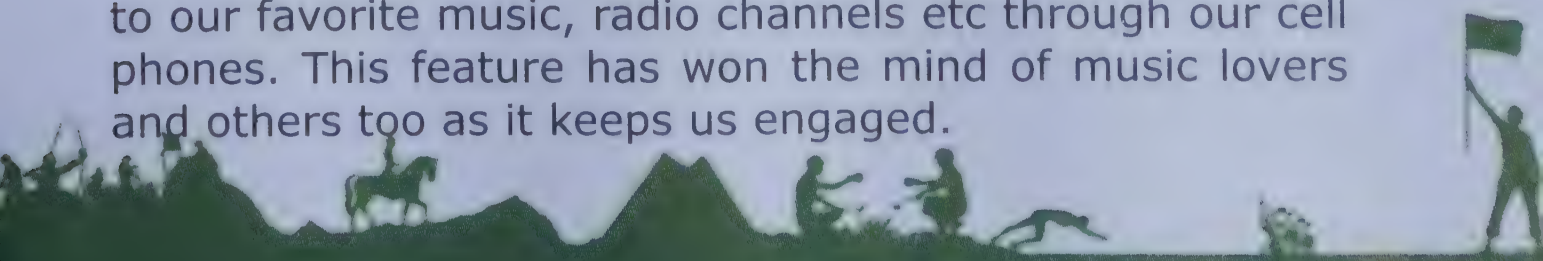
Living without mobile phone is a very difficult task today as we are so used to it. There are lot of merits to it which is attracting us towards mobile phones. Many of us can't even part it atleast for one day. Let us see why and how this particular device was able to find so much of place in each one of our life.



Wherever we are we feel secured just because we have a mobile phone with us and that helps us to call our near and dear ones when needed or in case of emergency. In short it is like a good companion who can save and help us.

With the invention of mobile phones, we are able to keep in touch with our clans and pals. Earlier, we will either have to call them through land phone or will have to visit them in person, but now everything is easy as we are just a click away. In fact it has helped in globalization too.

Another advantage is that mobile phones act as a walkman too. When waiting for a bus, alone at home, we can listen to our favorite music, radio channels etc through our cell phones. This feature has won the mind of music lovers and others too as it keeps us engaged.



The next main advantage of a mobile phone is the ability to capture every single moment and to treasure it. Many among us have a passion towards photography, but I agree that mobile phone cameras are not a substitute to the professional SLR cameras. It is not practically possible to carry the huge SLR cameras every day, and we never know when a moment approaches, hence a mobile camera is of great help at times.

The facility to access internet is another main feature which has attracted many buyers, especially those addicted to it and the business people. With the popularity of social networking sites, mobile phones with internet have great demand.

A main advantage of mobile phones is the ability to send and receive SMS. Many times we might not be able to take up the call or make a call while in a meeting, in a classroom or so, at these times SMS will be of great help. We get to know or can inform other important things with the help of SMS.

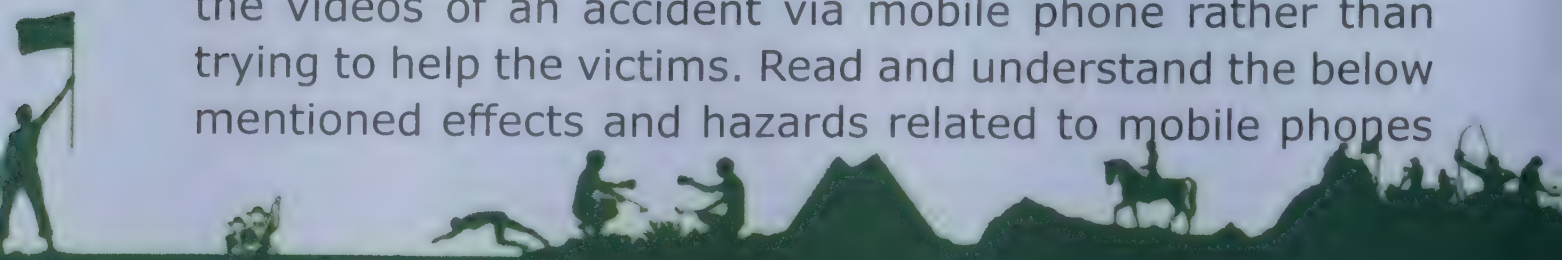
The facility of MMS (Multimedia Messaging Service) enables one to send messages with pictures as well. A laptop too has similar facility but mobile phones are much more easier to carry than laptops.

Anything from making a call to booking a ticket is possible through mobile phones. Everywhere even while filling up an application form, we need to pen down our mobile number. These examples show us how widely people have accepted it.

Having a top brand and latest mobile phone is a prestige thing now, hence people buy it for status and show off purpose as well.

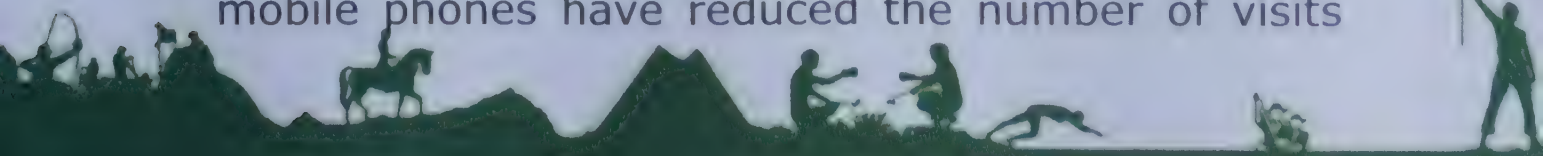
Disadvantages of Mobile Phones :

There is not even a single thing in this world which does not have demerits, so does mobile phones too. We are standing in the period where people are busy shooting the videos of an accident via mobile phone rather than trying to help the victims. Read and understand the below mentioned effects and hazards related to mobile phones



and use the device accordingly. I agree that we are so used to mobile phone, but we should atleast try to minimize its use or to use it properly. **The main disadvantages of this technological advancement are listed below.**

1. The radiations emitted from mobile phones can affect us very badly but we ignore this factor for our convenience. Studies have proven that the radiation can affect our brain while talking through cell phones, it can affect the reproductive organs and the production of sperms if the phones are put in our pant pockets.
2. Using headsets while talking and listening to music is hampering our brain. It helps in creating tiny bacterias in our head which in turn will damage the proper function of our body system.
3. Never ever use mobile phone while it is put for charging as it can cause severe damages up to sudden death.
4. Usage of mobile phones has increased the number of crimes. Criminals give and take information with the help of this device, which has made their job easier.
5. Mobile phone cameras are used by many unethical people to capture vulgar and exotic pictures of others unknowingly or knowingly. Later these pictures are used to blackmail the person or is been uploaded over the internet to make money.
6. Students or kids are left out with latest mobile phones these days, this makes them to use the internet option and thereby they get spoiled if not used or guided properly.
7. The number of love marriages are increasing, one main reason for this is the increased usage of mobile phones. There are many traps created as well with its use.
8. New viruses are been created by unethical people to destroy or to collect information from others as most mobiles these days come up with internet facility.
9. We are first of all leading a nuclear family life style these days, on top of that the increasing usage of mobile phones have reduced the number of visits



made to our near one's places. We prefer to talk over the phone and keep in touch with them, hence we do not visit them in person, this affects the bonding between people in the long run.

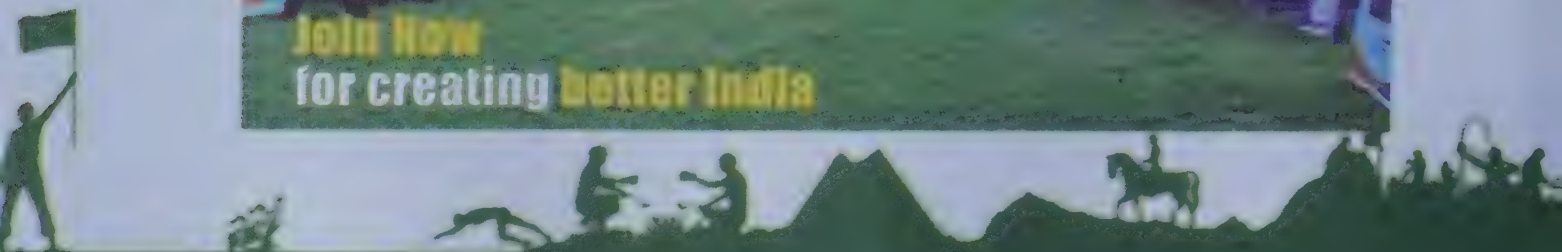
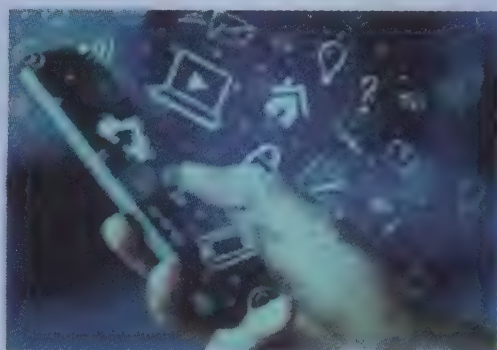
10. The latest smart phones, i.phones etc use high amount of electricity when charging. A study has proved that iphones take as much as electricity as a refrigerator. Aren't we wasting our natural resources by using phones with lot of features?
11. The high waves produced by mobile phones have resulted in ending the lives of certain other species, especially birds. They have become endangered just because of these high waves. It may not be affecting us, the humans immediately but surely it is affecting us in the long run and we will see it gradually.

b) Know how to use the internet and access the website of the Bharat Scouts and Guides.

In current generation accessing Internet is one of the daily activities. So, Guides must know to survive in this digital world. You have to learn.

Power on the computer Click
Browser (Internet Explorer or
Chrome) Click the address bar
Type the link you want to visit

Website of The Bharat
Scouts and Guides is
www.bsgindia.org



13. PATRIOTISM :

Activity :

Collect information on our heritage and culture and prepare a log book.

Being a citizen of India, you must know the important heritages and culture of our country. You have to collect the information about India in all respects. The India Today, Govt. of India publication is the best one to tell some thing about current position. For the cultural heritage, you have to find it on different states brochure or website. Write down in the log book

It will be good, if you prepare a log book of at least one state and write down about their culture, costumes, language, food, marriages, festivals, folk songs, folk dances, historical places with history, professions etc.

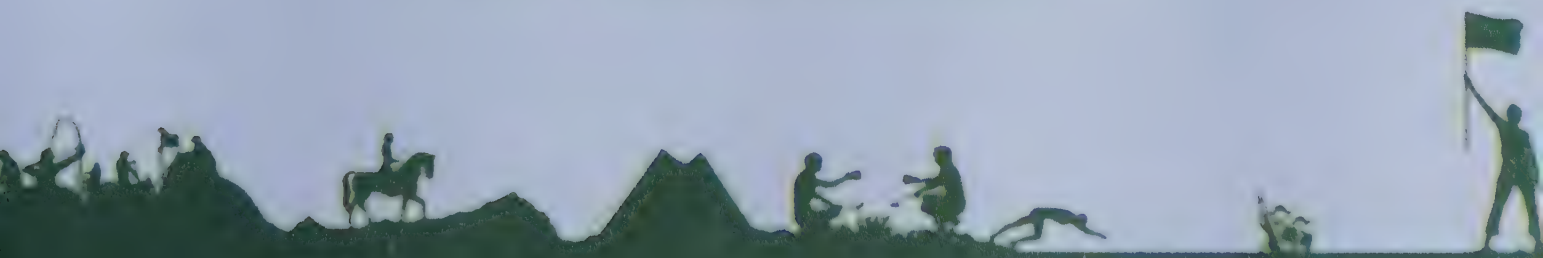
Hope your progress card is now filled with all the signatures of the Examiners appointed by the Dist. Badge Committee/DOC. On completion of all the tests and on the recommendation of COH, your Unit Leader will report to the Dist. Badge Committee through Training Counsellor and DOC, a beautiful badge of Dwitiya Sopan will be presented to you. Dwitiya Sopan Badge will be replaced by Pratham Sopan Badge.

Dear Guide,

Now you are ready to start the Journey of Tritiya Sopan.

Go ahead ! Good Luck

Congratulations



TRITIYA SOPAN



Welcome to Tritiya Sopan.

You have to work atleast for six months to complete all the requirements and tests given in Tritiya Sopan.

Requirements for Tritiya Sopan :

(1) PIONEERING :

- (a) Tie and know the use of the following:
Fireman's chair knot, Man Harness knot, Bowline on a Bight, Draw Hitch.
- (b) Tie and demonstrate the use of the Diagonal Lashing.
- (c) Use of whipping other than the method used in Pratham Sopan.
- (d) Make a flag mast of at least three staves with your patrol and demonstrate for Flag Break.
- (e) Make a temporary shelter for yourself.
- (f) Know any one method of Splicing: Eye/ Back/ Short.

(2) Swimming :

- (a) Swim fifty meters.



(b) Know the safety rules of swimming.

(c) Know how to deal with cramps.

OR

Earn any one of the following Proficiency Badges:

(a) Athlete

(b) Climber

(c) Games Leader

(d) Gymnast

(e) Hiker

(f) Yoga

(g) Cyclist

(3) Estimation :

Be able to estimate height, depth, width, numbers and weight using recognized methods of estimation.

(4) First Aid :

(a) Know how to deal with emergency situations such as Drowning, Electric Shock, General Shock, Automobile Accidents and Human being caught in fire.

(b) Treat for Choking.

(c) Deal with simple fracture of Collar Bone, Upper arm, Forearm, Hip and Lower leg.

(d) Treat for Heat Stroke and Sun Stroke

(e) Demonstrate CPR (Cardio Pulmonary Resuscitation).

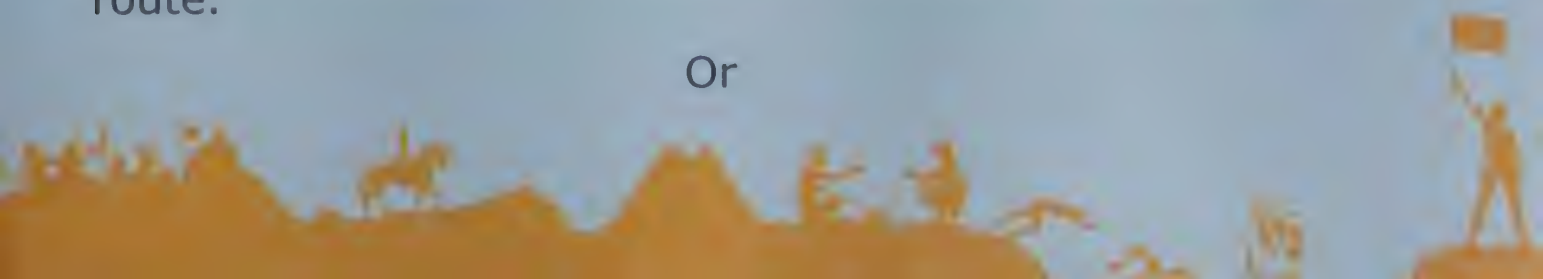
(f) Place an unconscious victim in the Recovery position.

(g) Transportation of victim - One Rescuer and Two Rescuers.

(5) Mapping :

Be able to access a GPS Map and use it to follow a given route.

Or



Draw a map of the area using Triangulation method with the help of compass or Plane Table method.

Or

Sketch a map of the route undertaken for at least four kms by using Road Traverse method or Gilwell sketch.

(6) Talk :

During the company meeting, give a talk for about five minutes on any one of the following subjects:

- (a) National Integration,
- (b) Child Abuse, Child Education, Child Health, Child Social Security and Child Labour.
- (c) Substance Abuse.
- (d) Your future Guide Training.
- (e) Gender Equality.
- (f) Free Being Me.

(7) Out of Doors :

- (a) Plan an overnight Patrol camp.
- (b) Undertake a day hike of ten kms on foot with Patrol/Company members. Prepare meals and Tea for a patrol. Make a report and submit it within a week after the hike is over. The hike route is to be given by the examiner.
- (c) Participate in a Night Game.

(8) Cooking :

Cook food for your patrol by using Backwoodsman method.

(9) Signaling :

Learn Morse Signaling and be able to send and receive simple messages of ten words.

(10) Qualify for any two Proficiency Badges. One from each group (not earned earlier).

Group - A :

- (I) Civil Defence (ii) Community Worker
 (ii) Ecologist (iv) Pioneer (v) Safety Knowledge
 (iii) Self Defence (vii) World Conservation.

Group - B :

- (i) AIDS Awareness (ii) Book Binder (iii) Citizen
 (ii) Computer Awareness (v) Drug Awareness
 (iii) Healthy Woman (vii) Hostess (viii) Naturalist
 (iv) Path Finder

(11) KNOWLEDGE :

- a) Knowledge of Guiding in India and WAGGGS (World Association of Girl Guides and Girl Scouts).
 b) Know and understand the safety measures while using ATM Card and Mobile Phone.

or

- b) Use basic electrical/electronic devices and assemble a useful gadget at home under the supervision of a trained adult.

(12) Fire :

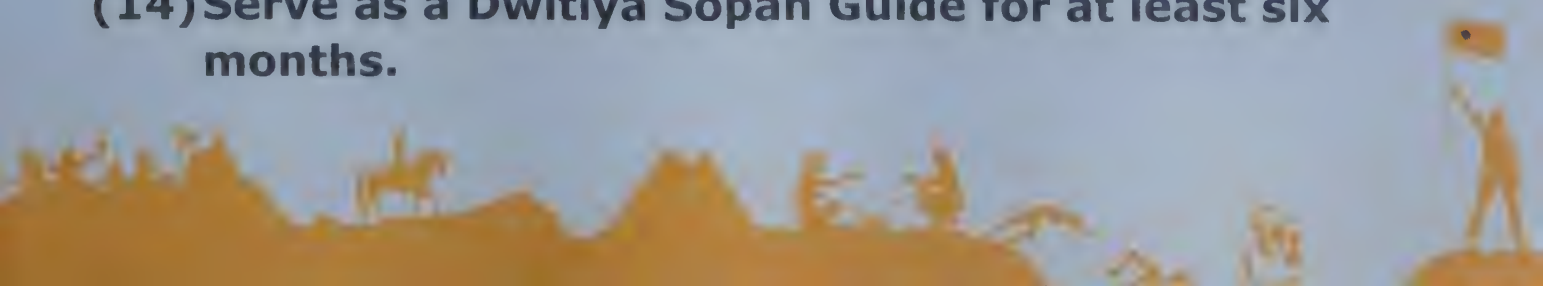
Complete any three of the following:

- a) Safety precautions regarding fire.
 b) Demonstrate Bucket Chain method to put off fire
 c) How to tackle dry grass fire
 d) Types of fire extinguishers and use thereof.

(13) Service :

Know and understand the disease tuberculosis symptoms, treatment and precautionary measures for preventing the disease, knowledge about Directly Observed Treatments (DOTS).

(14) Serve as a Dwitiya Sopan Guide for at least six months.



1. PIONEERING:

PRE ACTIVITY

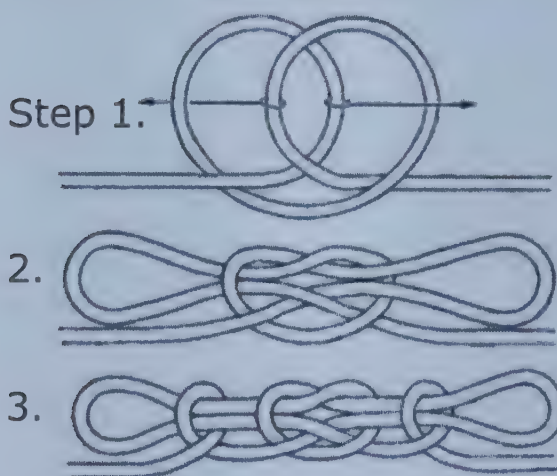
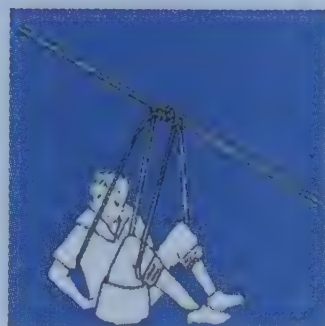
- (I) Game on knots -Relay - 4 Dwitiya Sopan knots.
- (II) Competition on lashing any two.
- (III) Practice the Whipping and Splicing you have already learnt.

a) Tie and know the use of following :

i) Fireman's Chair knot:

Fireman's Chair knot, as the name itself suggests, this knot is essentially used for rescuing purposes. It provides two loops, one to go under the shoulders of the unconscious person, and the other

under her knees.

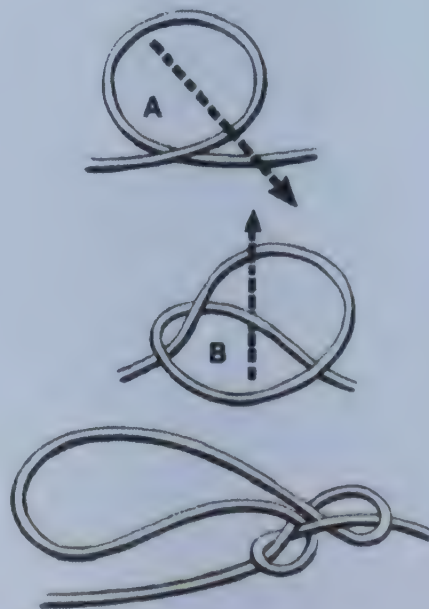


size of loops. (See steps 1, 2, 3)

The size of the loops will obviously depend on the person to be rescued and some practice will be required to obtain at once the correct

ii) Man harness Knot

1. A knot useful to make a loop in the middle of a rope which will not slip.
2. Also useful for making steps and holds in a climbing rope.
3. This knot is easily made by laying the rope on the ground. It can also be made holding the rope in hands.



iii) Bowline on a Bight

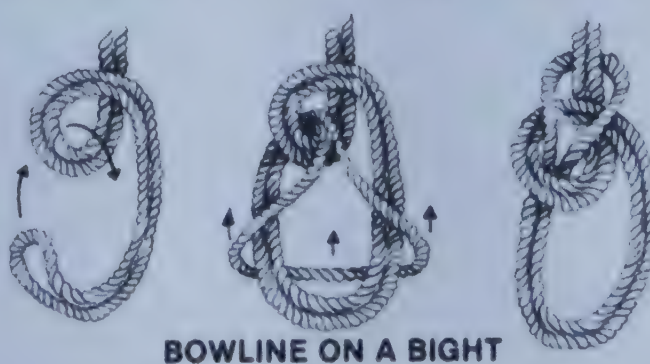
When we want two loops together at the end of a rope or on any other part of a rope this knot can be used. It is an alternate knot for fireman's chair knot with same uses.

The length of the loops can be adjusted according to the need.

This can be tied using two methods;

First Method is to double the rope and tie as a bowline;

Second method, double the rope and start just like tying bowline- but instead of putting the end finally, inside the knot twist the loop portion at the end of running end in a reverse way over the knot and bring the loop end to tighten the knot.

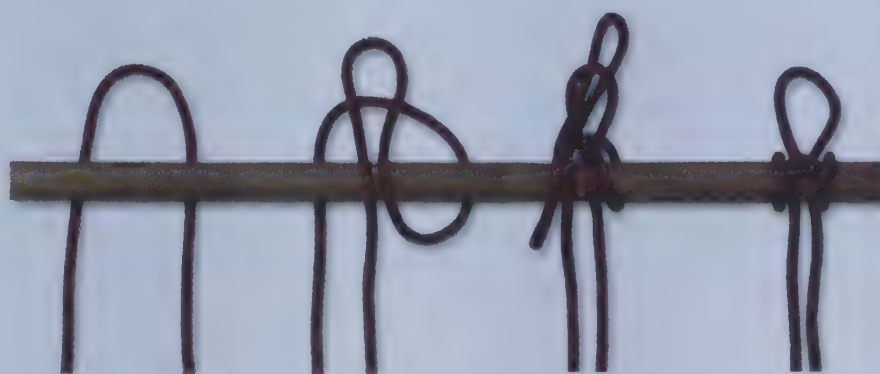


The advantage of this method is that the knot portion will be comparatively thin.

iv) Draw hitch

Useful to tie in any place where it is desirable for coming down from a tree top or any other height where you can tie a rope and come down.

After coming down you can remove the rope without going back to the top.



Technique in this is that when hitch is made there will be two ends of rope. One end takes the load and the other is kept free. This free rope is called running end, it is left long enough to be twitched (pull) from the ground. One should not try to come down by the running end even by mistake.

B) Tie and demonstrate the use of Diagonal Lashing

Diagonal lashing is used to tie two staves together diagonally. Purpose of diagonal lashing is to put both diagonally together, to avoid their gifting apart from tension or weight.

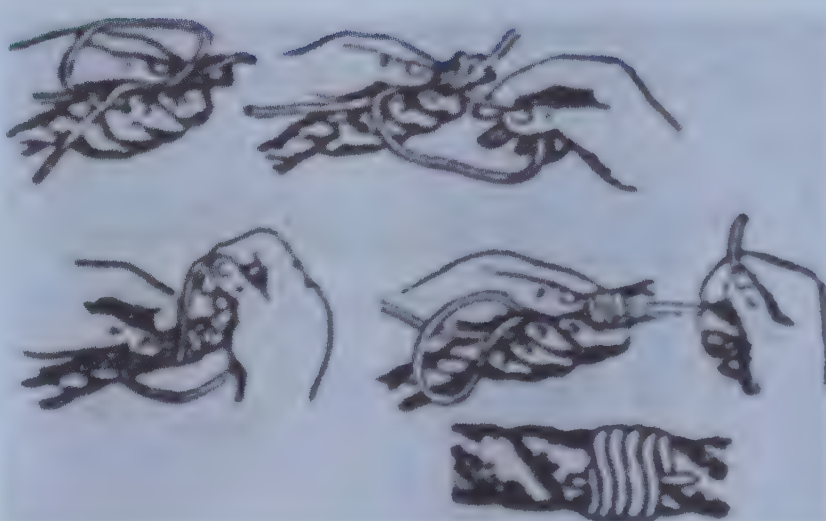
Tie timber hitch round both the diagonally and take three wrappings. Change the rhythm, take the rope into the opposite angles and take another three wrappings. Again change the rhythm and make two frapping in between the diagonally. Now close it by putting two half hitches on any spar closer to the lashing. (Observe the pictures given)



C) Whipping: Other method than the one done in Pratham Sopan

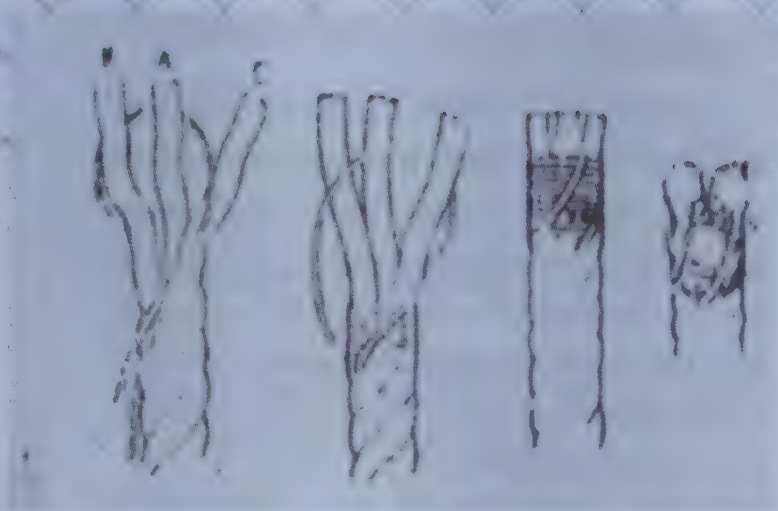
American Whipping:

Make a loop in foot long length of twine and place it on one end of the rope with one end of the twine pointing in the same direction as the rope end, the other pointing the opposite way. Wrap twine tightly around rope starting about half inch from the rope end continue until the whipping is as wide as rope is thick. Pull the two ends out to either side. And at last cut off ends of twine near whipping.



SAIL MAKERS WHIPPING:

Un-lay the rope 2 inches, make a bight (loop) in a 3 feet length of twine and place it around one of the strands. Re-lay the rope. Wind the twine tightly around the rope end for sufficient number



of turns. Vehicular the bight originally formed back over the end of the same strand around which it was laid. Pull twine ends tight, tie them with a square knot between the ropes end. Trim ends of twine.

D) Make a flag mast of at least three staves with your patrol and demonstrate for Flag Break.

For making an improvised Flagpole you will need the following :

3 staves / poles about 5 feet in height, thin ropes or coir string, a cleat (small smooth wooden stick about six inches long and as thick as your finger), a small metal ring, three knotting ropes and a halyard rope 20 feet long.

Method for making the Flag pole: Join the three poles one above the other to make one extended flag mast. Overlap about 9 inches of each pole and use sheer lashing I and II to bind them together firmly.

At eye level or about 5 feet from the bottom of the pole, attach the cleat using square lashing. At the top of the pole attach the ring using sheer lashing I in such a way that it is at right angle to the front of the pole. Insert the halyard rope through the ring and tie a reef knot at the ends. Now your **basic Flag pole** is ready.



Making the Flag pole stand: Here, there can be two methods – for outdoors or for an indoors portable one.

Method for outdoor flagpole: Decide on a spot to make it stand. Mark the spot 'O' and draw a circle around it with a string using 'O' as the centre. Mark a point A on the circle directly behind the flagpole spot. Now divide the circle in 3 parts and mark Points A, B, C on the circumference of the circle at 120 degrees to one another. (See the Diagram). Fix pegs on these 3 points for the guylines. Now your Flag pole can be erected. Place the flag pole on point 'O'. Attach the guy lines to the pole with a rolling hitch or clove hitch and use round turn and two half hitches to tie to the pegs.

Method for indoor flagpole: This method is used when it is not possible to have an outdoor flag pole. Being self standing, it can be moved from place to place.

Make a basic flag pole as described above. Now, to make it portable, we need to make a base for it as follows.

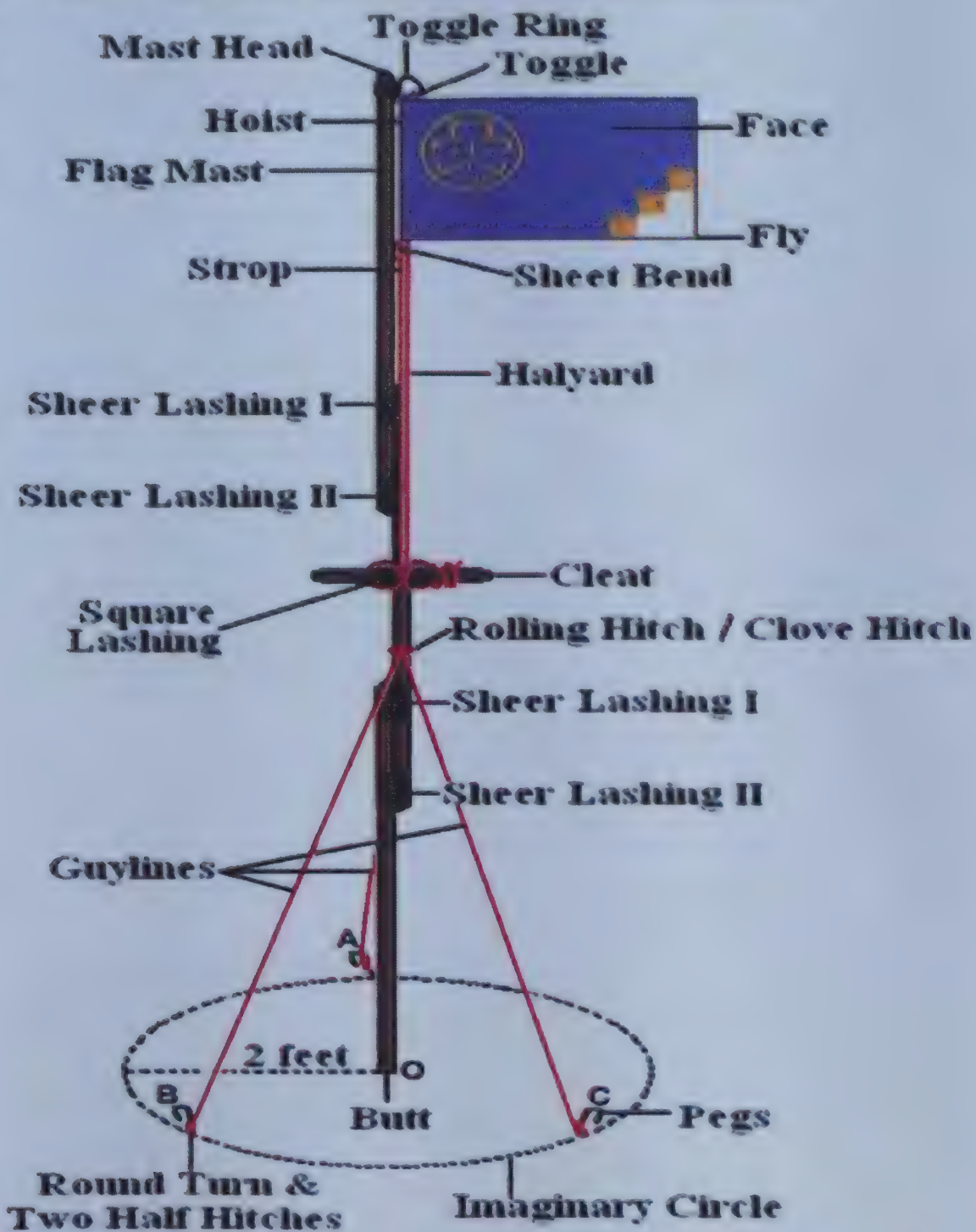
Take three staves and tie them in a triangle using square lashings. Attach another stave horizontally across any two sides of the triangle with square lashing. The base is ready. (see picture above)

Place the flag pole in the centre of the horizontal



Portable Indoor Flagpole

PARTS OF A FLAG AND THE FLAG POLE

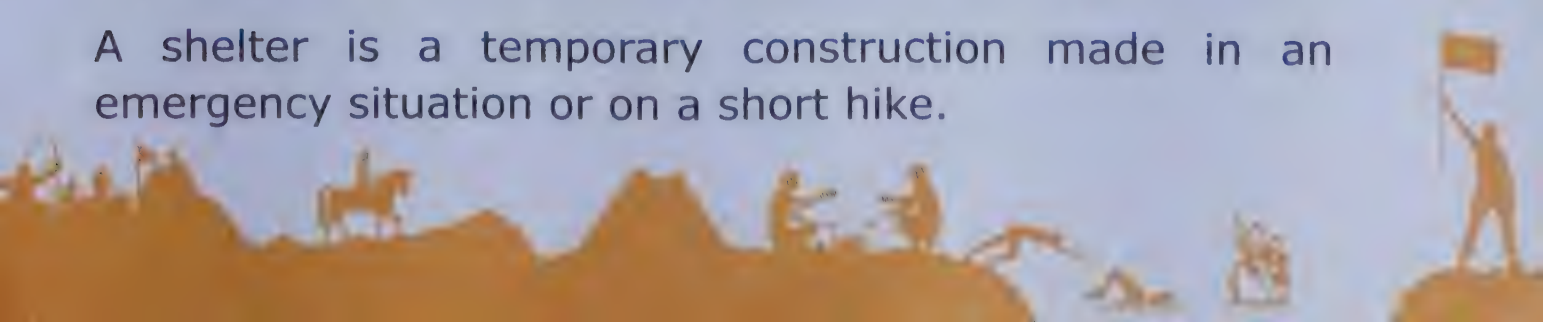


Outdoor Flag pole

pole and tie it with a square lashing. Now attach guy lines from the pole to each of the three corners of the triangle base. This portable Flag pole is very useful during rainy days and for use indoors.

E) Make a temporary shelter for yourself

A shelter is a temporary construction made in an emergency situation or on a short hike.

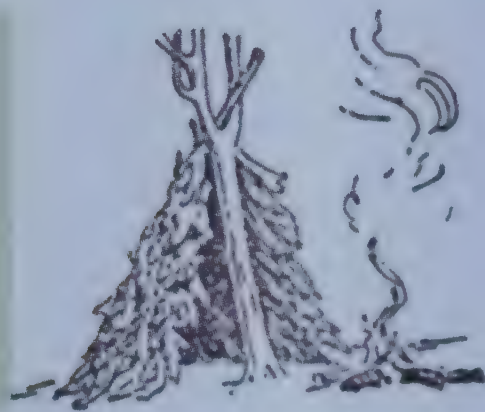


Shelters can be made out of natural materials like branches, small trees, leaves, grass, rocks, bedsheets, thin tarpaulins or nylon sheets.

Some dos and don'ts

1. Assemble all the materials and equipment that you will need.
2. Select a location free of debris, animal droppings, tree roots and stones for your campsite
3. Check whether the ground is damp or dry as dampness may lead to loss of body heat.
4. Check the direction of the wind and build the shelter with the sides facing the cold wind.

The simplest shelter is to crawl under a pile of leaves or under a fallen tree. Another easy way is to tie a rope between two trees using a clove or rolling hitch and cover it with a sheet. Then place rocks on the ends of the sheet to keep it pegged down or, tie four guy lines to the four corners to make a tent like structure.



Another method is to make a frame with 3 staves using square lashing and fold the sheet over it. Make the frame stand with guy lines from each upright pole and spread the sheet wide with four corners each tied with a guy line. One or more guy lines may be tied from the sides of the sheet if the cloth is very long. Put some dry grass or leaves below the ground sheet to keep you warm and dry. (see picture below)



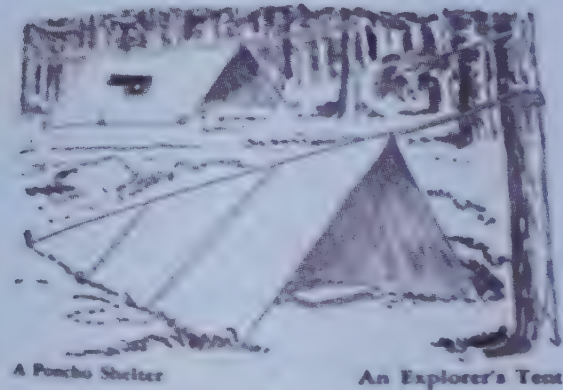
Things you need

A ground cloth

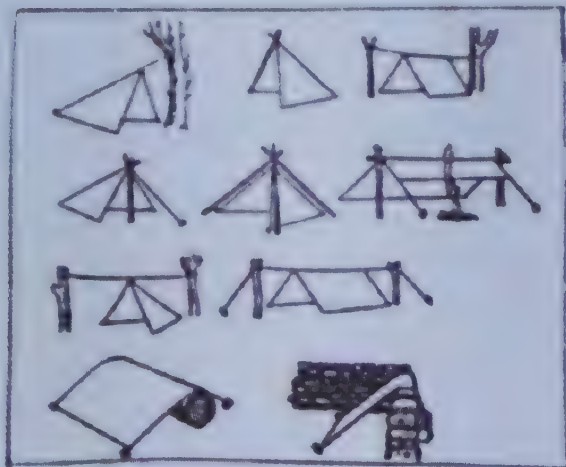
A sheet of cloth 7 to 10 feet square preferably with eyelets about 18" apart along each side

The sheet can be of thick cotton material or nylon.

Some ropes



There can be many variations according to the need for shelter and the materials available. A lean-to or wind break shelter has only one wall and is good to shelter against a cold wind while sleeping or cooking.



A lean-to or wind break shelter

Different types of shelters

A teepee shelter is a tripod covered with a bed sheet.

It is great fun to make your own shelter and sleep under it and you can try it in your own garden or playground.



F) Know any one method of Splicing.

1. Eye splice, 2. Back splice, 3. Short splice

Instruments/Materials for Splicing: In addition to the rope for splicing one spike or spike knife or two inch nail. One piece of thread about fifteen cms. in length and a blade or a sharp knife are required.

1. Eye Splice:

This is used to make an eye at the end of a rope. The eye at the end of a rope can be used for numerous purposes e.g. to make a permanent loop at one end of the rope.

In this case also tie a thread about 10cms away from the end of the rope which is selected for making an eye splice. Follow the steps of pictures given. Now bend the end of the rope to the size of the loop required and place the end of the rope adjacent to the main rope where the thread is tied. Now set the unlayed strands on the main rope. Start inserting unlayed strands into the strands of main rope up and down, minimum three times, in the opposite direction of the end. That is your eye splice.

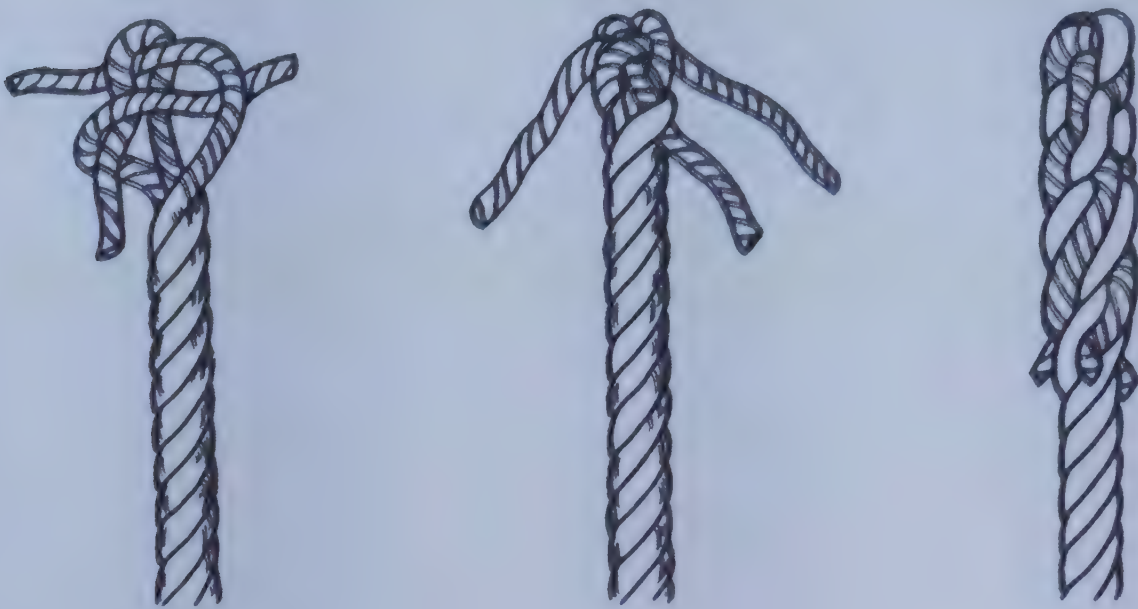
When working on splicing you should not forget to tie the thread on the rope before unlaying the strands.

Unlayed strands should move in the opposite direction of the strands of main rope up and down. Setting the strands up and down alternately should be sufficiently tight. You can use a spike or nail to insert the unlayed strand into the strands of the main rope.



2. Back Splice:

This is used to keep the end of a rope intact from unlaying the strands. Tie a thread leaving about 8 or 9 cms from the end of the rope. Then unlay the strands 8 or 9 cms till the place where the thread is tied. Then tie a crown knot using the strands as shown in the figure. Tighten the strands firmly and uniformly. But it should not go beyond the thread tied on rope. Now after the crown knot unlayed strands are exactly in the opposite direction of the lays of the rope. Here starts the actual work of splicing. Now you pass the unlayed strands through the lays of the rope up and down alternately. Minimum three times these strands should be passed through the lays of the rope. Follow the picture given for guidance.



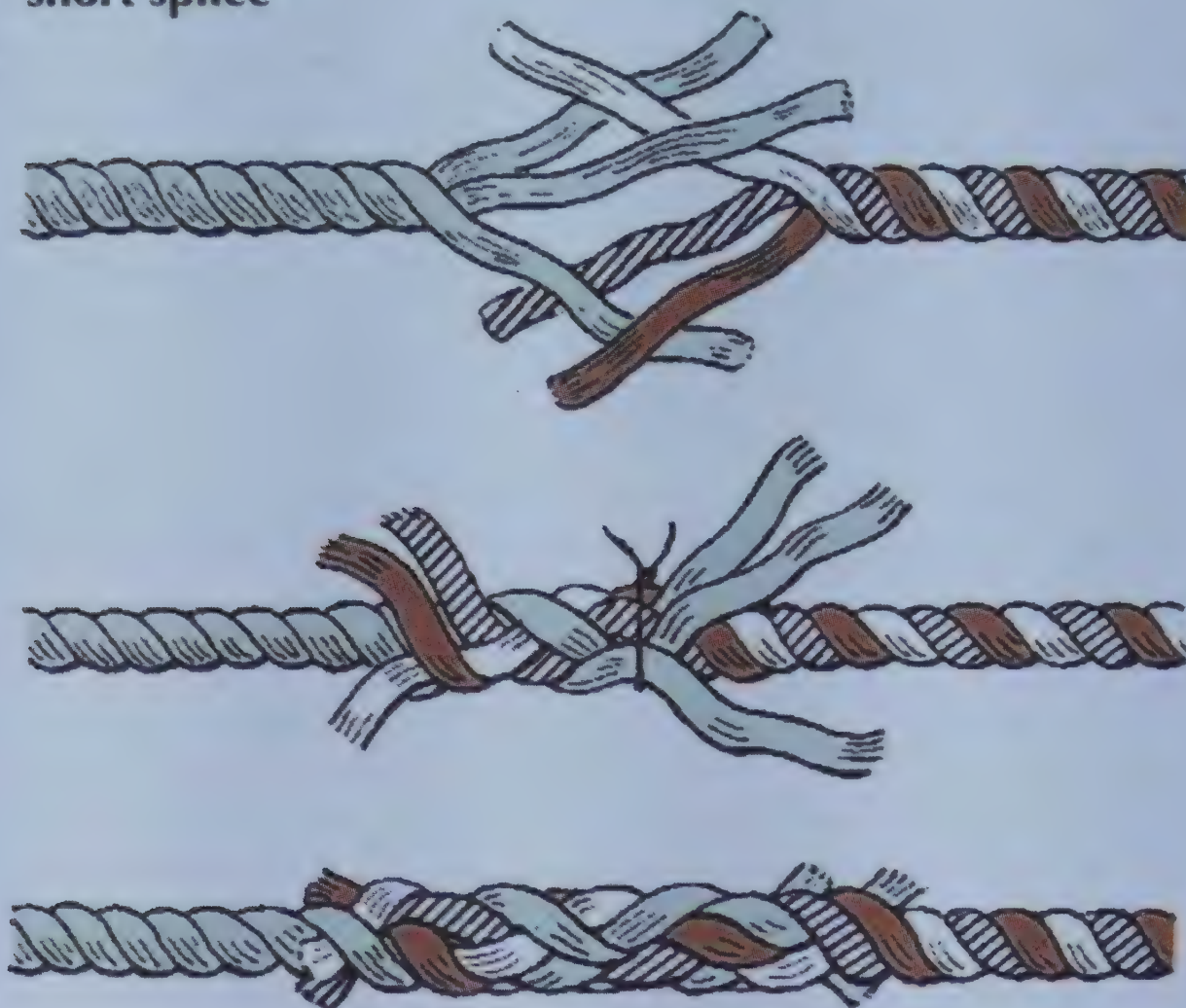
3. Short Splice:

This is used to join two ropes of the same thickness without tying a knot so that it can be passed through a pulley.

To learn the Short splice follow the steps of diagram given for understanding. Take the two ropes to be joined together. About 10cms away from the end on both ropes tie threads. Then unlay the strands of both the ropes. Set these unlayed strands of both the ropes in opposite direction alternately. Now insert the unlayed strands into the strands of other

rope up and down alternately, minimum three times. Then cut the thread of both the ropes.

short splice



2. SWIMMING

a) Swim Fifty Meters

Swimming is a very essential exercise for all the youth. Only where there are no possibilities of learning swimming or swimming is



injurious to health of a person, is allowed to take an alternate proficiency badge provided in APRO Part III, with the permission of District Commissioner. Swimming is a very good exercise for maintaining the health. It also helps in saving your life or others life at times.

To pass the test a guide will have to swim a length of 50 meters perfectly

(b) Know the safety rules of swimming

- Swimming should be learned under the guidance of a qualified trainer.
- Slight warming up exercises should be done before getting into the water for swimming.
- A shower bath should be taken before getting into the swimming pool.
- One should not get into any unknown river, well or any such places for swimming.
- A Guard should be appointed on the bank when the others are swimming or learning swimming.



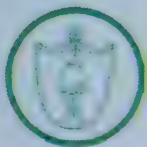
c) Know how to deal with cramps

- Cramp is a muscle pull or the stiffening in the muscle or muscular contraction due to sudden stretch.
- To deal with such cramps, rub gently on the area of the cramp,
- move the joints on both sides of the cramp slowly, to get relief from the cramp and its pain.

OR

Earn anyone of the Proficiency Badges

a) Athlete



e) Hiker



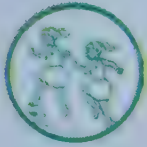
b) Climber



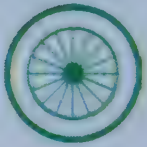
f) Yoga



c) Games Leader



g) Cyclist



d) Gymnast



For Badges requirement, Please refer APRO Part III.

It is upto you to choose the Badge from the list according to your interest, skill and facilities to learn and practice for the Badge. After going through the contents of the Badges, you can get details of the Badges. Ask your Guide Captain who can arrange Badge Instructor to train you to achieve the skills. When you feel you are ready to be tested, you inform your Patrol Leader in the Patrol in Council, and she will discuss in Court of Honour so that arrangements can be made for Badge Examiners. When you complete the test successfully, you will be awarded the Proficiency Badge and a certificate on a suitable occasion.



3. ESTIMATION

Pre-activity:

- Recall your personal measurements you had in Dwitiya Sopan
- As you have grown hence check your height and measurements once again.
- Also recall the methods and systems applied to estimate the width and distances.
- Self Measurements

A) Be able to Estimate:

1. Height

A Guide must be able to estimate the heights of buildings, trees or any such tall objects. For these you should have sufficient practice of estimating the height with the methods given in guiding activities.

Pencil Method or Proportional Method:

Choose a friend whose height you know and make her stand beside a tree, or tie a ribbon around the tree at your own height. Step back and hold a pencil or a stick at arm's length in front of you. With one eye closed, sight over the stick so that the top of it appears to touch the ribbon or your friend's head. Place your thumbnail on the stick where it seems to touch the base of the tree. Now move the stick up to see how many times the measurement goes into the height of the tree. Multiply that number by the height of your friend or the height where you tied the ribbon, and you will know the height of the tree. You can also use this method to measure buildings, waterfalls, and walls.



Lumberman's Method:

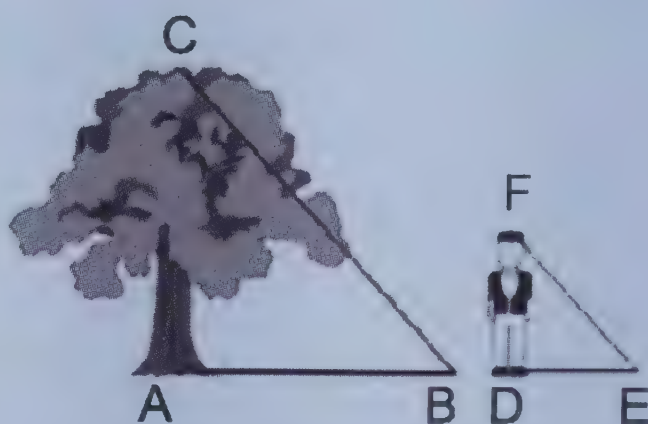
Move back away from an object you want to estimate the height. For example :flag pole or a tree. Hold a stick upright at arm's length. Sight over the stick so that its tip appears to touch the top of the pole or tree and your thumb is at its base. Swing the stick 90 degrees to a horizontal position as if the flagpole or tree were falling. Keep your thumb at the base of the pole or tree, and notice where the tip of the stick seems to touch the ground. Pace the distance from that point to the base of the flagpole or tree to get its height.



This is called the Lumberman's Method as this method is mostly used in the forest to fall a tree by getting the distance they plan to know the place where the tree will fall if cut.

Shadow Method:

This method can be used only if the sun is able to cast a shadow. First is we measure the shadow cast by the tree (from the base of the tree to the top of its shadow), we label this length as



AB. We then measure the shadow cast by someone or an object of known height, we label this as DE.

We merely solve the unknown height by use of proportions, by equating:

AB - Length of the shadow cast by the tree ;

AC - Height of the Tree

DE - Length of the shadow cast by a known height

DF-Known height

$$\frac{AC}{AB} = \frac{DF}{DE}$$

Inch-to-Foot Method :

From the foot of the object you are to measure pace eleven (11) units, we label this distance AB. A unit can be



any number of paces, so if we say our unit is five paces then 11 units is equivalent to 55 paces. Place something to mark the point B. From B take one more unit forward, this is distance BC. From location C lie down on the ground such that your eyes are close to the ground as possible. Sight the tree with the marker at B in your line of sight. Note where your line of sight cuts the marker to the tip of the tree. That spot is labeled as D. **The distance of BD in inches is the estimated height of tree in feet.**

You can determine the height of the tree with the help of a Guide staff, which you have marked in inches as long as you make it eleven to one, and you call inches on the staff, feet.

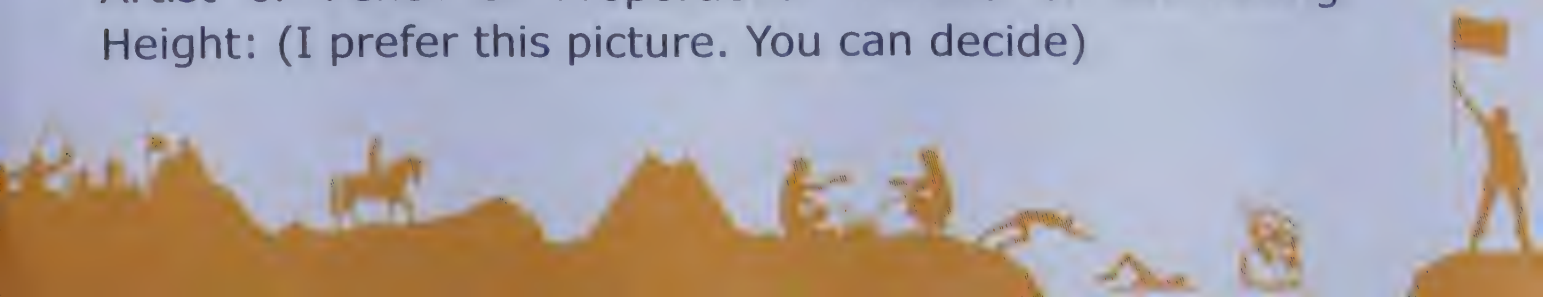
2. Depth

Guide can use their body and staffs for the measurement. Going into the water or with the help of their staff they can measure the depth of water only when the water is shallow. In deep water Guide can sit in a boat carefully, the rope with weight tied on one end. Throwing rope in the water they can estimate the depth of the water at any place.

3. WIDTHS

Refer to Dwitiya Sopan – Estimation

Artist or Pencil or Proportional Method of estimating Height: (I prefer this picture. You can decide)



Self Measurements:

Each Guide must know her own measurements in centimetres and inches as they can help her in estimating distances and heights. Here is a chart which you can fill in with the help of your friend. You can also mark the inside of your belt in centimetres and inches.

1. Height:
2. Height with one arm raised up:
3. Width of double arm stretch:
4. One arm from middle finger to shoulder:
5. Forearm: from middle finger to Elbow
6. Hand Span:
7. Foot with shoes and without shoes:
8. Length of Index finger:
9. Height from ground to waist:
10. Height from ground to knee:
11. Length of first joint of index finger:
12. Breadth of thumb
13. Pace or stride:



How to calculate your pace (one step): a simple method is to mark out a hundred metres length in your playground. Then walk across the distance counting the number of your steps. Do this three times and arrive at an average number. Divide 100 metres by the average number of steps to arrive at the length of your pace in centimetres. Alternately, by counting the number of steps you have walked, you can also know the distance you have covered.

4. NUMBERS

Learn to judge numbers—to tell at a glance approximately how many people are in a group, or in a bus, or in a big crowd; how many sheep in a flock; how many marbles on a tray, and so on. You can practise for yourself at all times in the street or field

If you are sitting in a hall divide the numbers into 4 parts through imagination and count the nearest 4th part and multiply it by 4. You will get the total number if your estimation is 80% right, consider yourself a very good estimator.

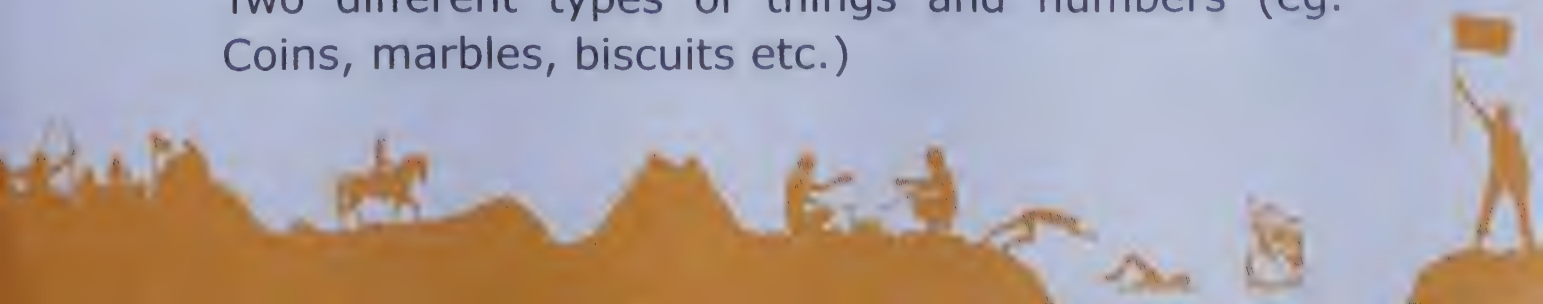
5. WEIGHTS

Estimating the weight is also a skill for you to improve. You must be able to estimate weight of upto 2kgs.

1. Balance the weight of any item on your hand and tell the weight of it.
2. By practicing it number of times, you will become perfect in estimating the weight.
 - Remember while estimating the weights. 1kg of cotton, 1kg of iron, 1kg of rice or 1kg of salt differs in their sizes but each weight in grams is one kg only.
 - Practice to estimate weights of a letter or fish or potatoes of one kg., or a sack or bran and also the probable weight of a person from the appearance. These, again, are only learnt by practice.
3. Check it by weighing on the actual scale

Activity:

- a) Height of trees, Buildings and depth of wells, pits not more than 30 meters.
- b) Weight not more than 2 kg.
Two different types of things and numbers (eg. Coins, marbles, biscuits etc.)



4. FIRST AID

First Aid is a skill which saves the life of people at the time of accidents, disasters, etc.,

The elementary but essential knowledge of First Aid is prescribed in the Dwitiya Sopan Stage. In Tritiya Sopan the Guide should be able to improve the First Aid skill further with additional knowledge to help the casualties at the time of emergency.

Pre-activity:

- (1) Revise the contents of First aid box.
- (2) Make a list of nearest hospital in locality with its various facilities available.

A) Know how to deal with emergency situations such as:

DROWNING :

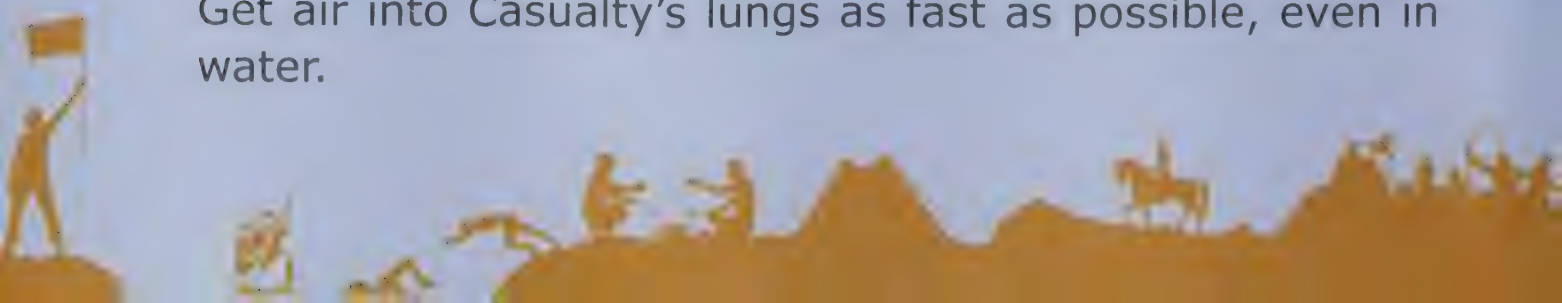
This is another consequence of disaster, especially during flooding. Drowning causes asphyxia by water weeds and mud entering into the lungs. It may also cause the throat to go into spasm (constricting the air passage: dry drowning). Congestion of the lungs can occur very quickly but it may be several hours before it is apparent.

All casualties rescued from drowning should be sent to a hospital

If casualty has been immersed in cold water, there is also a danger of hypothermia. It is important that the casualty is kept warm.

Symptoms: General symptoms and signs of asphyxia: froth around the casualty's lips, mouth and nostrils.

Get air into Casualty's lungs as fast as possible, even in water.



Management:

1. Quickly remove any obstruction from the casualty's mouth and begin artificial respiration immediately. In deeper water, give the occasional breath of air while towing the casualty ashore.
2. Place casualty on a firm surface, check breathing and pulse and continue resuscitation
3. As soon as the casualty begins breathing, place in the recovery position
4. Keep the casualty warm, if possible, remove wet clothing and dry him/her off. Cover with spare clothes and /or towels to keep the body warm.
5. Arrange transportation to hospital. Transport on a stretcher maintaining the recovery position.

Note: If the casualty stops breathing, give two initial rescue breaths and thirty chest compressions. If you are alone, give CPR for one minute before calling an ambulance. (Refer to FIRST AID BOOK: St John Ambulance India)

ELECTRIC SHOCK:

Sometimes this is dangerous to the rescuer, as the current will pass through the patient to any one touching him/her.

The best solution is to turn off the electric current. Every Guide should know to find the main electric switch in her house, or school and how to handle it. If you meet with an outdoor accident, for instance a man/woman who has touched a live wire, or a fallen wire, you should instantly send a message to the nearest electricity sub-station, and in the mean time try to remove the person away from live wire with the help



of non conductor. You must insulate both hands and feet. Stand on something that will not conduct the current, e.g. dry rubber, dry wood or glass, or several thicknesses of dry papers. Wrap your hands in a mackintosh (a raincoat made of rubberized cloth) or a dry cloth, then with a bent and dry wooden stick or pole and an assistant similarly protected to help you, try to pull the patient away from the wires before touching him/her nose. Do not use the hook of the umbrella or the metal spokes as they are conductors of electricity. Post someone near the live wire to prevent any repetition of the accident, while you attend the patient. If breathing has ceased, give artificial respiration before treating for burns or shock.

GENERAL SHOCK.

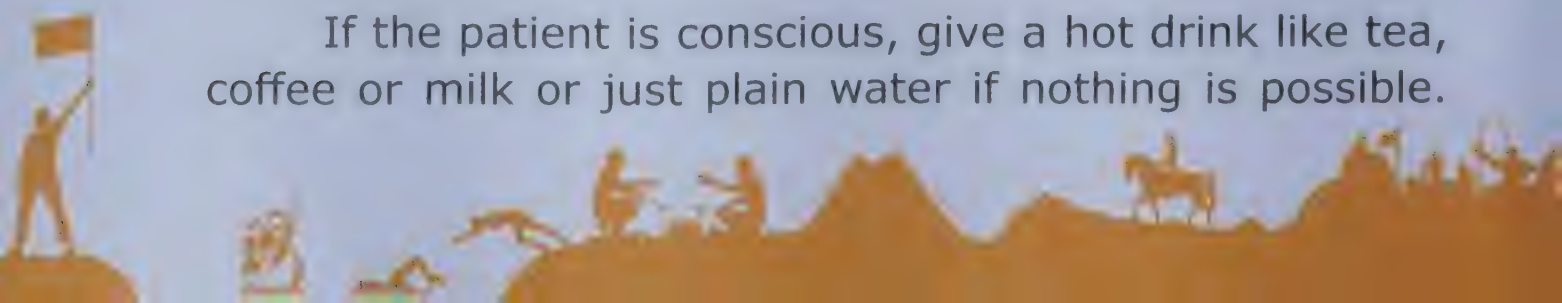
Shock - The body is made up of intricate nerve mechanisms, each radiating from the centre. If harm is done to any of these centers, those of the heart and circulation etc. react by becoming depressed and cease to function normally. This is called Shock.

You must treat Shock, therefore, in every accident of whatever kind. It may be delayed, but if action is taken at once, the one of a severe consequences may be prevented.

If shock is present, the patient will be pale and cold to touch, faint or unconscious, the pulse will be difficult to be felt and the breathing will be slow and shallow.

Lay the patient flat, just putting enough pillows for comfort. Cover with light warm covering. Fill bottles with very hot water, cork safely and place close to the feet and sides of the patient, carefully being taken to see that they are not in direct contact with the skin, but that a piece of cloth is wrapped round them. Bricks may be heated if bottles are not available.

If the patient is conscious, give a hot drink like tea, coffee or milk or just plain water if nothing is possible.



Keep the patient very quiet in bed, if possible with feet slightly raised. Give encouraging words that all is going to be well.

If the patient is unconscious, give nothing by the mouth. Gentle friction can be applied to the arms and legs to promote a better flow of blood.

Automobile accidents.

In any situation involving an accident of any type it is necessary to remain calm, assess the situation and carry out appropriate treatment.

In case of an automobile accident also ensure that you are not in any danger yourself.

Try and remove the danger from the victim or remove the victim from the danger.

Do not let anyone smoke near a crashed car as there is a danger of petrol , oil or chemical leaks on the road.

Quickly decide which victim is more seriously injured and treat him first.

Ask someone to call for an ambulance or doctor giving accurate details. Seek help of the Traffic policemen.

Follow the Golden rules of First Aid and the principle of 3 Ds

Diagnosis: -Find out the history of the incident, check for signs and symptoms.

- History means the story of the accident and its cause.
- A sign is what you can see like paleness, swelling, bleeding, difficulty in breathing.
- Symptoms are what the casualty tells you like pain, shivering, faintness, nausea.

Decide on the treatment - check for breathing, bleeding and shock and give First Aid.

Disposal: arrange for further assistance and treatment at nearest medical facility.



Remember, your prompt action can save a life.

● **Human Being caught in a Fire.**

When there is fire in a place, you have to take charge of the human beings as well as their belongings. The priority is human beings. First of all the electricity connections are to be cut off. If there is smell of gas also, please open the windows and do not switch on lights.

Act quickly and call Fire Brigade. Do not enter a burning room or building.

1. If a person's clothes have caught fire, put out the flames by whatever means available, water being the best resource.
2. Do not allow the person to run about. This only fans the fire and makes the flames spread.
3. Hold a rug, blanket, coat or table cover preferably wet, in front of you while approaching a person who has caught fire.
4. Lay him down quickly on the ground and wrap with any thick cloth to soothe the flame. Do not use your bare hands.
5. Do not let the casualty roll.
6. Treat the casualty for burns.
7. In case of severe burns do not remove the burnt clothes. Cover with a clean cloth.
8. Treat for shock. Call for ambulance or doctor.
9. If the medical help cannot reach for an hour, and if the casualty is conscious, keep him hydrated with sips of water with some salt in it.

If **you** are trapped in a burning room, remember that clean air is found close to the ground. So crawl on the floor and use a wet handkerchief round your face. Try and find the safest exit.

Remember, in any emergency call out loudly for help.



- **Be able to throw a life line at least 10 metres**

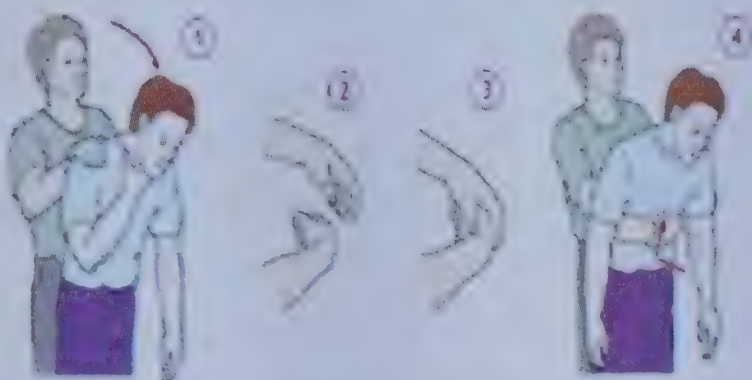
First practise coiling a rope quickly. Make a loop at one end and slip it over your left wrist. Hold the coiled rope loosely half in your right hand and half in the left. Fix your eyes on your target and throw the right hand coil with a swing. Let the rope run out loosely from the left hand too. You can use an underhand throw or an overhand one. See the picture below



B) CHOKING

Choking is commonly experienced when food particle is get stuck in the inner lines of the throat obstructing the airway. The casualty will at first begin to cough violently. If the obstruction is much, the patient will then become blue, limp and unconscious and breathing will stop.

The procedure used for this emergency is the Hemlitch's Maneuver



method. The casualty must indicate that he/she is choking by holding his/her hand to his/her throat. The first aider must stand behind the casualty and put her arms around the casualty's waist. The right hand is made to put into the pit of casualty's stomach. With the help of left hand, she must push this first firmly UPWARDS into the victim's stomach. The object stuck in the casualty's throat will pop out of the mouth like a cork popping out of a bottle.

C) Deal with simple fracture of Collar Bone, Upper arm, Fore arm, Hip and Lower Leg.

What is a fracture?

Fracture is a term used to indicate that a bone is broken or cracked.

Causes :

- by direct force – eg. A severe blow or fall.
- by indirect force.
- by force due to violent contraction of muscles.

In all the cases, send for a doctor first or rush the patient to the doctor soon after first aid. Bleeding if any should be stopped immediately as priority.

Signs of Fracture :

1. Pain at the place.
2. Weakness (Physical)
3. Swelling in the part
4. Change in the appearance of the fractured part (Deformity)
5. Displacement of the Bones (Irregularity)
6. Un-natural mobility of the limbs
7. Shock.

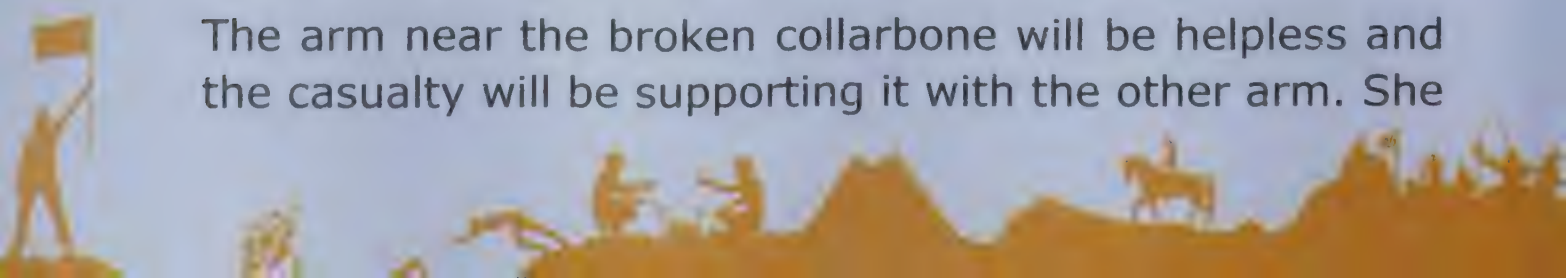
TREATMENT:

- ❖ Treat the fracture on the spot
- ❖ Support and immobilize the injured limb
- ❖ Use a splint (if possible) in order to prevent movement of the injured part
- ❖ Arrange for casualty to be moved to hospital
- ❖ Do not attempt to replace the bones

FRACTURE OF COLLAR BONE: (from St Johns First aid book)

Signs and symptoms:

The arm near the broken collarbone will be helpless and the casualty will be supporting it with the other arm. She



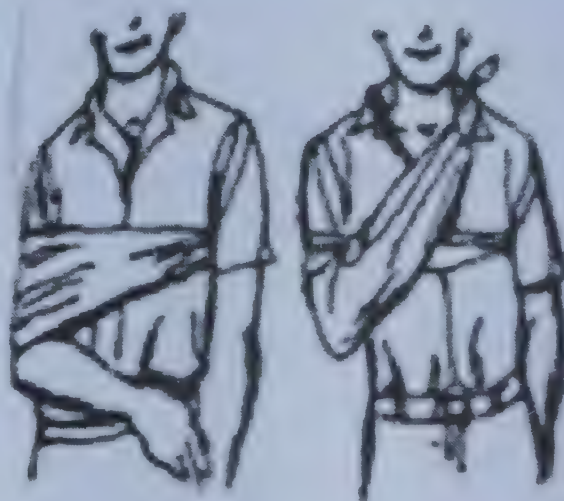
will tilt her head towards the injured side. Swelling or deformity will be seen.

Treatment:

1. Support the arm of the injured side with the help of the casualty or a helper.
2. Place a pad in the armpit.
3. Leaving the fore arm free, bandage the upper arm to the side of the chest with a broad bandage.
4. Support the upper limb in a triangular sling (St John's Sling). –see picture below



Triangular(St John's) Sling



Collar Bone Fracture

MIDDLE OF THE ARM:

(I) Put the arm in a small arm sling,

(ii) Use three splints, one on the arm, one under the arm, and one below the outer side of the arm. Bandage them with two bandages on top and below the fractured part. In case the splints are

not available and improvisation is not possible, then tie the arm with the body with the broad bandage.

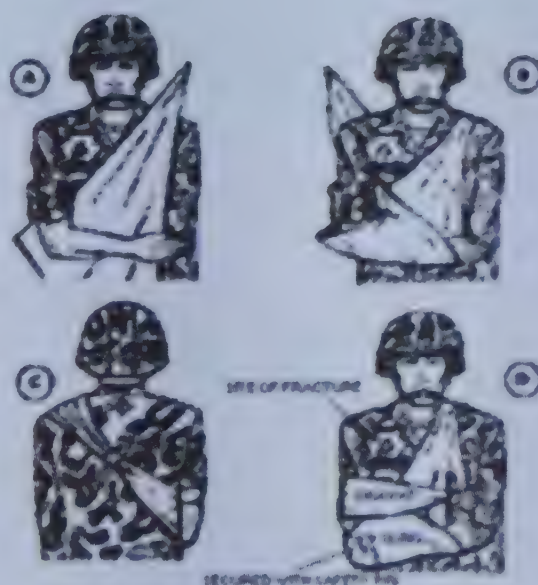


Figure 4.25 Application of sling and swathe to immobilize a fractured or dislocated shoulder (Illustrated A slings II).

FRACTURE NEAR ELBOW:

Generally there is much swelling and it is difficult to find out actual fractured part.

Take two splints, set them together and put them below the arm, tie them with three bandages

- (a) Round the arm
- (b) Round the forearm; and
- (c) on the hand and wrist, tie the bandage in the form of figure of eight



Put the arm in a small arm sling and use cold compress to reduce the swelling.

FRACTURED FOREARMS:

Keep the hand on the chest so that the fingers are on the top and the palm towards the chest.

Take two splints and apply them on both sides of the forearm and tie them with bandages. One of them above the hurt place and the other should be bound round the wrist and then end in the figure of eight round the hand and wrist.



Put the arm in the large arm sling.

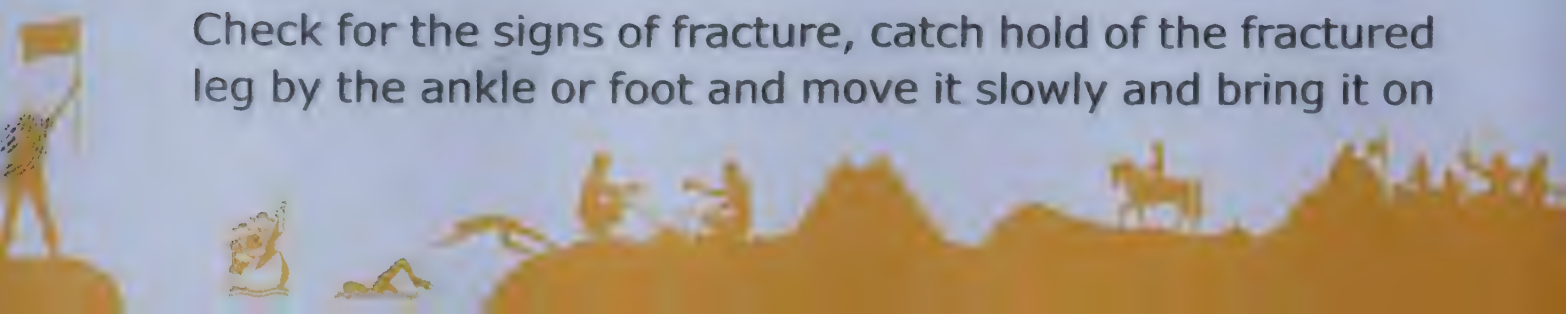
Fracture of the Hip and Lower Leg:

These are mostly due to a fall or an accident.

It is possible that both the bones of the leg may be fractured. Sometimes it is fractured and people mistake it for a sprain.

Treatment:

Check for the signs of fracture, catch hold of the fractured leg by the ankle or foot and move it slowly and bring it on



the same level with the other leg, if possible and without causing much pain.

Let the casualty lie in a comfortable position.

In case of a **hip fracture**, place a broad bandage on the hip joint of the injured side, pass one end around the pelvis and tie on the other side. Tie another broad bandage overlapping half of the first bandage and tie it similarly. Put pads between knees and ankles. Tie the ankles together.

In case of lower leg fracture, put two splints starting from the knee to the heel. In case, only one splint is available, put it on the outer side. Use four bandages to keep the splints in their position. In case splints are not available, then tie the two thighs, knees and feet together. Thick folded newspapers can also make good splints. For thigh fracture, put splint from hip to ankle, using seven broad bandages to secure the splints. Use padding between knees and ankles.

In all cases of Fracture, **treat for shock**.



Hip fracture



Thigh fracture



D) Treatment for heat stroke Background Sun stroke

Heatstroke

Signs and Symptoms :

Hot, red skin; changes in consciousness; rapid, weak pulse; and rapid, shallow breathing. Body temperature can be very high-- as high as 105°F. If the person was sweating from heavy work or exercise, skin may be wet; otherwise, it will feel dry.

Treatment for Heat Stroke:

Heat stroke is a life-threatening situation. Help is needed fast. Move the person to a cooler place. Quickly cool the body. Immerse victim in a cool bath, or wrap wet sheets around the body and fan it. Watch for signals of breathing problems. Keep the person lying down and continue to cool the body. If the victim refuses water or is vomiting or there are changes in the level of consciousness, do not give anything to eat or drink.

High Adventure Heatstroke (or "Sunstroke")

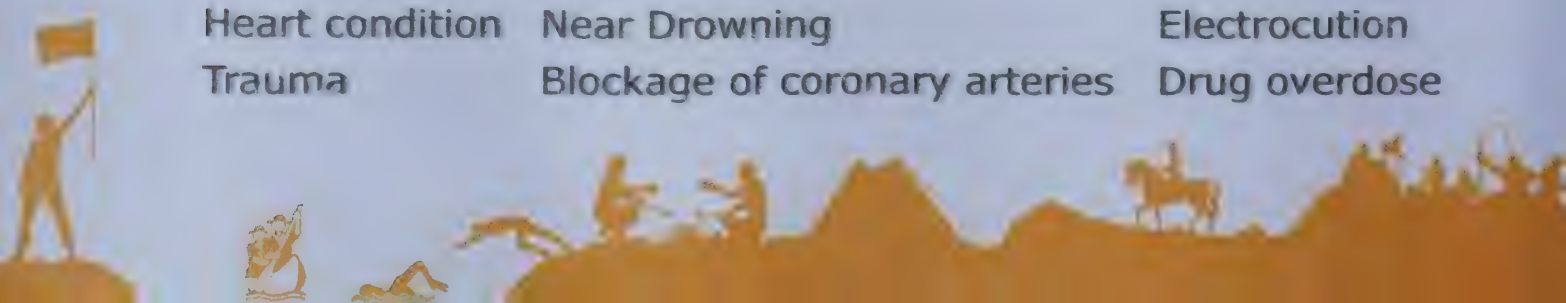
E) Demonstrate CPR

Cardio - Pulmonary Resuscitation - CPR or Artificial respiration

- CPR is a technique involving rescue breathing and the compression of the heart (through external cardiac compression) ECC, therefore pumping oxygenated blood around the body.
- CPR when performed correctly, can preserve brain functions until medical help arrives.
- CPR is used on a patient who has suffered a cardiac arrest.

Causes of Cardiac Arrest

Heart condition	Near Drowning	Electrocution
Trauma	Blockage of coronary arteries	Drug overdose



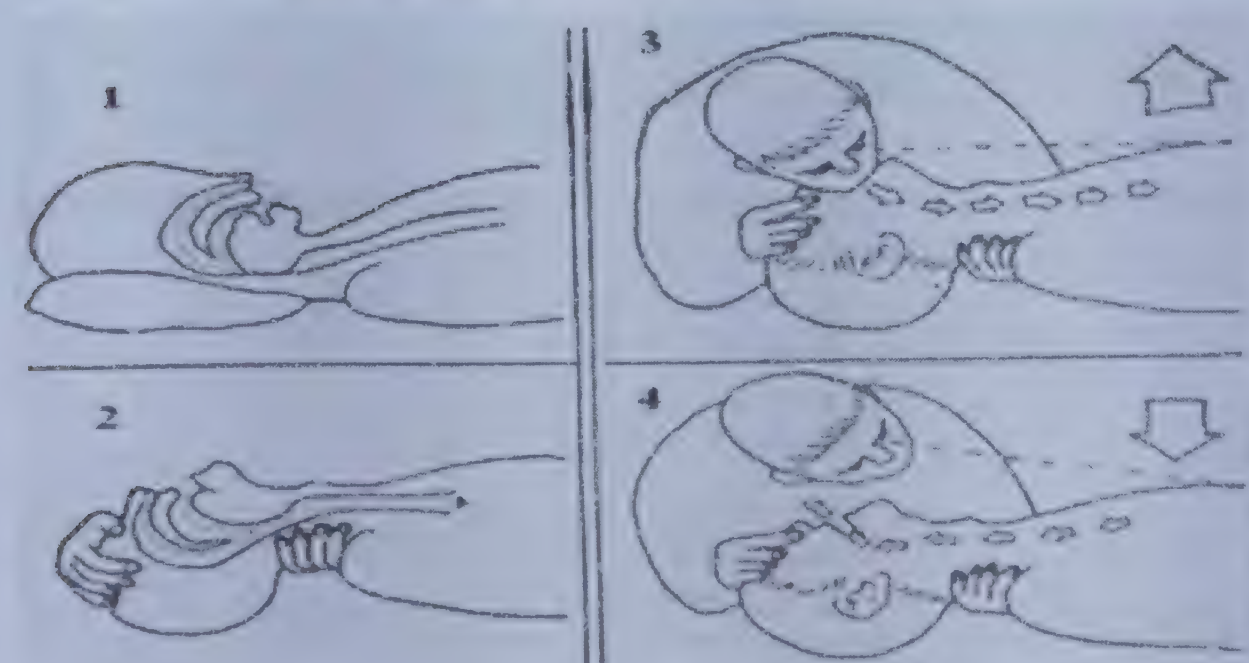
Points to note:

***Important:** CPR is performed only if a person's heart has stopped beating and the casualty is unconscious or not showing signs of life. Stop CPR as soon as the patient shows signs of life.

- CPR is a combination of Mouth to mouth resuscitation and chest compressions.
- The technique is different for very young children.
- Never practice CPR on a normal person. Use a dummy for practice.
- Before attempting mouth to mouth resuscitation, remove foreign materials such as false teeth and mucus.
- For drowning victims, mouth to mouth resuscitation is important.
- Even before starting CPR contact an ambulance service.
- Tap the victim and shout "Are you O.K?"
- Follow the steps of CPR as below.

RESCUE BREATHING – MOUTH TO MOUTH RESUSCITATION

Mouth-to-Mouth Resuscitation



You might save a life if you can do rescue breathing. Use it on a person who has stopped breathing. You breathe your own breath into the victim's lungs. Speed in starting is important. Do not waste time moving the victim to a comfortable place. In a water rescue, for example, you can start rescue breathing while carrying the victim from the water to dry land. Learn the five steps shown.

Step 1.—Clear victim's mouth of anything that might stop his breathing.

Step 2.—Tilt head back as far as you can. Lift with the hand beneath neck. Push down with the hand on the forehead.

Step 3.—Use your thumb and forefinger to pinch the nostrils shut. Place your mouth over the victim's mouth. Blow twelve times a minute for an adult or twenty times for a child.

Step 4.—Let the victim breathe out. In step 3 the victim's chest should rise. It should fall in step 4.

Step 5.—If air is not getting into the lungs, check tilt of head (step 2). If still choked, slap his back to clear the throat. If unable to breathe through his mouth, breathe through his nose. For a child, breathe through both his nose and mouth.

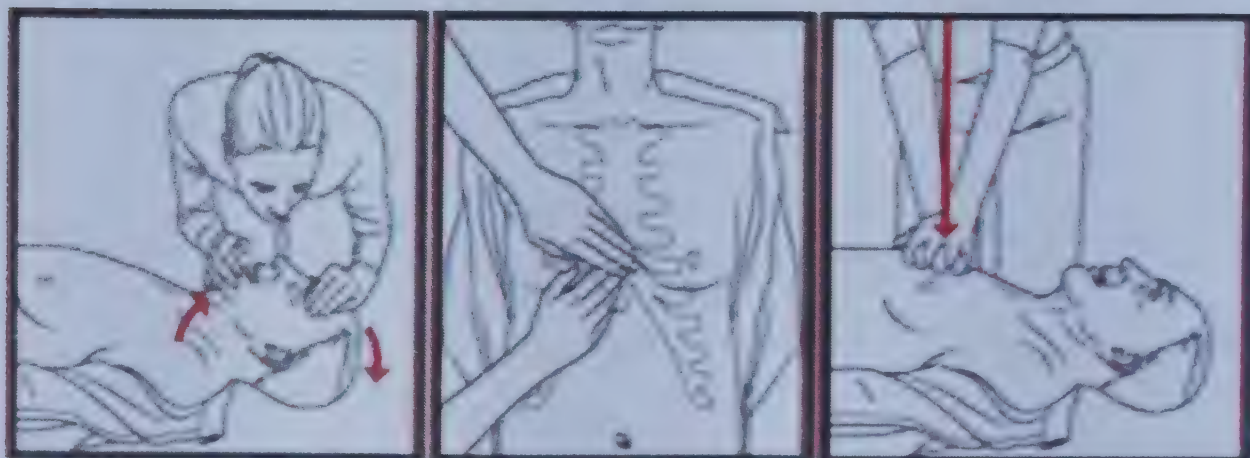
CPR TECHNIQUE Revised

2 Breaths followed by 30 Compressions

1

2

3



When performing CPR on a child, use only the air in your mouth.

i) **Breathing : Pic. 1.**

ways to perform Rescue Breathing -

1. Mouth to mouth resuscitation
2. Mouth to nose resuscitation
3. Mouth to mouth and nose resuscitation

ii) **Compressions : Pic 2**

- Find the compression point by placing your hands in the centre of the chest (lower half of the sternum)
- In infants the 2 finger technique should be used for compressions
- In children and adults the rescuer should use the heel of their hand while placing the other hand securely over the top of the first. **Pic. 3**
- The compressions should equate to 1/3 of the chest depth.
- The rate of compressions should be approximately 100 compressions per minute for all ages.

Remember...2 breaths & 30 compressions - 100 compressions per minute

F) Place an unconscious victim in the Recovery Position.

Unconscious casualty means there is no response from the casualty to your communications with the casualty.

There are many causes of unconsciousness- Alcohol (intoxication) Epilepsy (fitting/convulsions)

Insulin (Diabetes) Trauma (Shock) Infection Stroke etc.

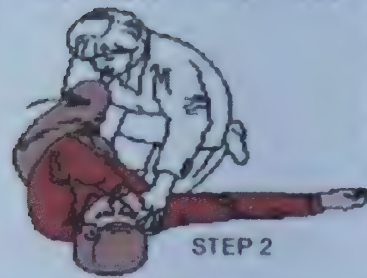
Treating the Unconscious Casualty

Unless CPR is to be performed, all unconscious, **breathing** casualties must be placed in the lateral 'recovery' or 'stable side' position.





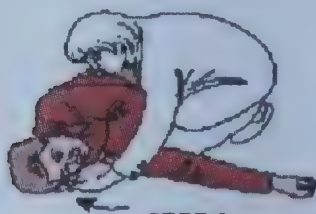
STEP 1



STEP 2

STEP 1: Kneel next to the person. Place the arm closest to you straight out from the body. Position the far arm with the back of the hand against the near cheek.

STEP 2: Grab and bend the person's far knee



STEP 3



STEP 4

STEP 3: Protecting the head with one hand, gently roll the person toward you by pulling the far knee over and to the ground.

STEP 4: Tilt the head up slightly so that the airway is open. Make sure that the hand is under the cheek. Place a blanket or coat over the person (unless he/she has a heat illness or fever) and stay close until help arrives.

G) TRANSPORTATION OF VICTIM – ONE RESCUER AND TWO RESCUERS

After appropriate first aid has been given, the following principles of transport must be kept in mind

1. The position assumed by the casualty or in which he/she has been placed must not be disturbed unnecessarily
2. Throughout the transportation, a careful watch must be kept on:
 - the general condition of the casualty
 - any dressing that may have been applied
 - any recurrence of hemorrhage

3. The transport must be safe, steady and speedy.

Removal and Transportation :

An injured or sick person may be moved to shelter or hospital by :

Pesara with the support of a single helper

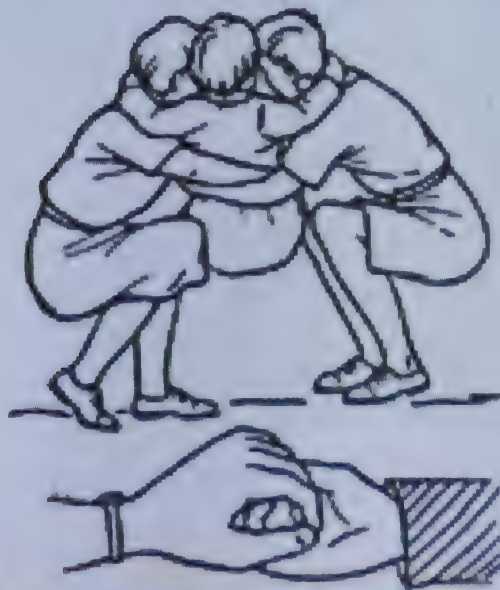
- Hand seats and the Kitchen-chair to carry
- Blanket lift
- Stretcher
- wheeled transport (ambulance)
- Air and sea travel

The method to be adopted to use more than one will depend upon :

- the nature and severity of the injury
- the number of helpers and facilities available
- the distance to shelter/hospital
- the nature of route to be covered



3 hand and 4 hand seats



2 hand seat

Method of Carrying:

1. One Rescuer :

- Cradle method, Human Crutch, Pick on a back, Fireman's lift and carry.



2. Two Rescuers :

- Two handed seat, four handed seat, The fore and after method, the Kitchen Chair carry, Blanket lift (Refer to *FIRST AID BOOK: St John Ambulance India*)



5. MAPPING

A) Be able to access a GPS map and use it to follow a given route

The modern technology is changing the life style of the man very fast .We are getting all facilities at our door step by a click of an electronic gadget.

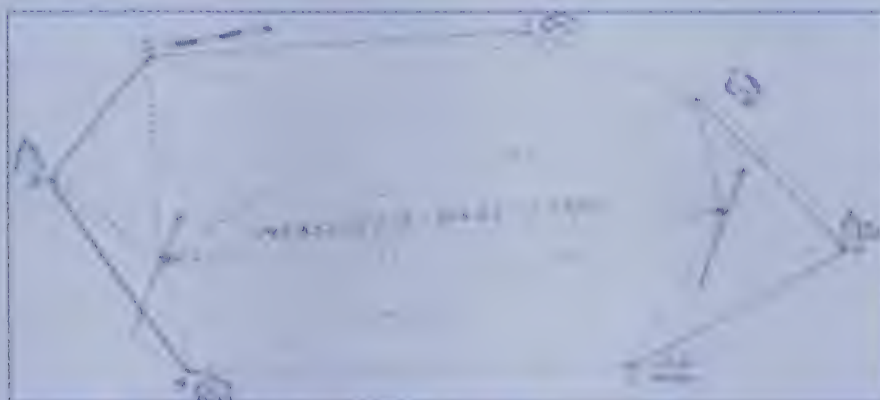
Global Positioning System (GPS) is the gift of time in the field of mapping and travelling. This system helps us to go from one place to another place even if anyone doesn't know the places.

By using mobile phone we can find a route using GPS by following steps:

1. Switch on the Internet connection
2. Switch on the GPS location finder
3. Go to Google maps, it will automatically find your current location.
4. Click direction button, and type your destination to reach
5. It will detect all the possible routes (Walk / Train / Car) with distance and timings it will take to reach.

or

B) Draw a map of the area using Triangulation method with the help of compass or Plane Table method.

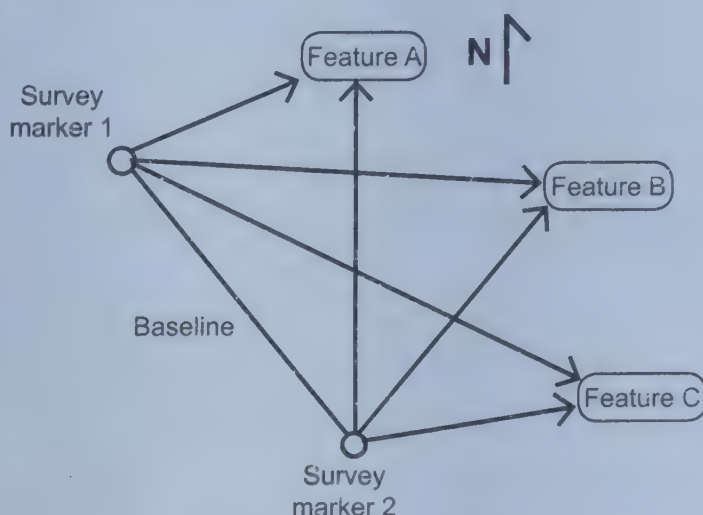


1. TRIANGULATION METHOD

Fairly accurate results can be obtained from the Triangulation Method. First of all choose carefully a convenient "base line" in the centre of the area to be covered, and have it as long as possible. Measure accurately the distance from end to end of your base line, and draw it to scale on your paper.

Now, starting at one end, take several bearings of prominent features which can be seen from both ends. Although bearings are best taken with a compass, a ruler with pins fixed at both ends may be used for very rough sketch in a manner similar to the one described.

Plot your bearings or directions on paper and repeat the process at the other end of your base line. The position of each object will be found at the intersection point of their two bearings.



Intermediate objects are plotted to scale by pacing their distance from one end of the base. Other details may be plotted down freehand within the framework.

FINAL MAP.

The final map is drawn at home with a protractor and a plotting scale on "graph paper." Leave all the bearings, and the distances on the course of the main circuit so that the examiner may check them.

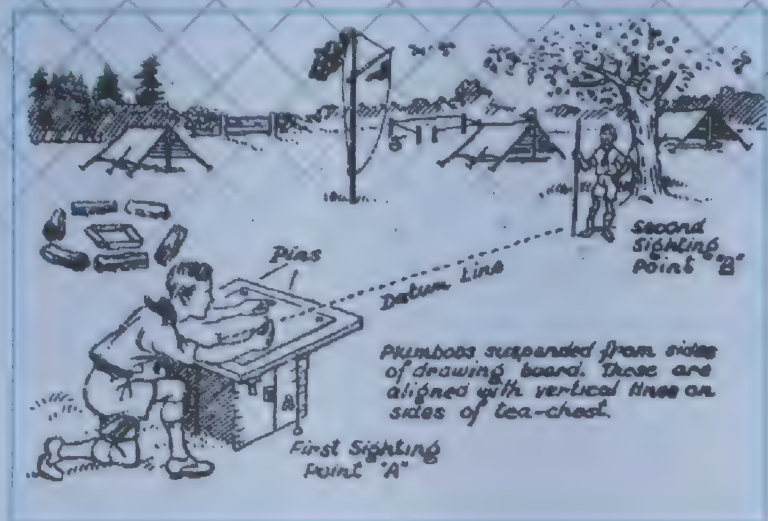
Indicate clearly the true and magnetic North, the scale used and the name of the chief features. At the upper corner of the map print a title describing the locality and mention the date of survey.

Plane table Method

For this method we required -A tea chest or box, a drawing board, paper, two ordinary pins, pencil and ruler.

To carry out the survey, we must first estimate main dimensions of field

and fix scale to suit drawing paper (e.g. if field is 1000 yards square and paper is 22 sq inch, the maximum scale would be 50 yards : 1 leaving room for a one inch margin all round.



Decide on position of two sighting points near center of area and with scout staff measure accurately distance between. Mark point "A" on paper with pin. Set up your plane table at Point "A" and take a sight with second pin on point "B". With ruler draw line from 1st pin through 2nd pin and mark off datum line to scale thus fixing actual position of point "B" on the drawing paper.

Now without moving drawing board, take sight on other features (Tents, trees, gate etc.) moving second pin to give you an accurate reading and noting down name of features with ruler draw lines from "A" through the pin pricks.

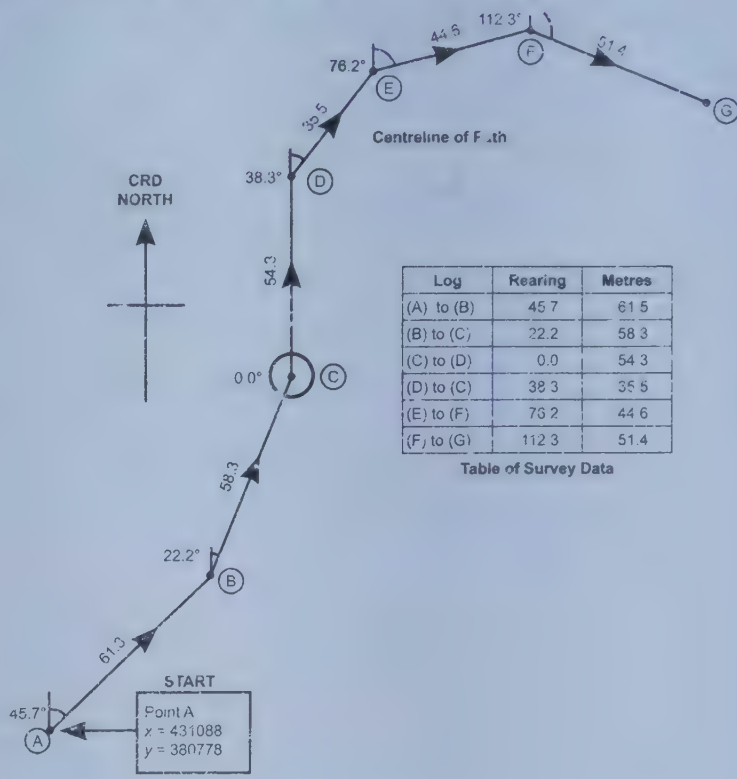
When all features have plotted from "A" move plane table to point "B" and take sights from there, starting by taking sight along datum line to point "A" where the sighting lines cross is the position of each feature.

Later, you could elaborate your drawing and rub out the pencil lines and rough notes, or better still, transfer the pin pricks to a clean sheet of drawing paper and make a finished drawing in greater detail.

B) Sketch a map of the route undertaken for at least four kms by using Road Traverse method or Gilwell Sketch.

2. ROAD TRAVERSE METHOD

Divide your field book in three columns. In the 1st and 3rd columns enter any point of interest along the route and when required the bearing. The centre one is used for showing distances, and bearings of each stretch of road. Start from the bottom of the page.



The paces over the whole distance of each leg are cumulative: the whole distance from the 2nd leg (B to C) is 900 paces. At the end of each leg, a back bearing may be taken as a check on the accuracy of the first bearing, a new bearing is taken down the next leg and the correct local name of the spot taken down.

The route is completed leg by leg in a similar manner. The amount of details recorded will be limited by the scale used, the purpose of the map and the time given to the survey.

NB. The distances may also be shown by using lined paper where each line represents a fixed number of paces.

MAP SKETCHING METHOD.

Map sketching should be done in such a way as to enable some one else to find her way from your drawing.

Several methods may be used :

You may find a map of your locality which may be easily enlarged. To do so, draw squares on the map if grid lines are not given. Then draw squares of the required size on your paper and fill up the squares to scale. Conventional signs are already oversized and should not be enlarged.

A rough sketch may be drawn by standing on high ground or on a tree from where you can see all the ground to be described. Mark your position at the bottom of your paper. Then stick a pin vertically into each end of a ruler. Sight along the ruler various prominent objects, and draw the line of direction on the paper. The distances from your position are then paced out and drawn to scale. Having got the main points, you will have no difficulty in filling in the other required details.

3. Gilwell Sketch Method:

There is another method of making your log by using the "Gilwell sketch" : the change of direction is marked by arrows only, the road remaining apparently straight. The first page of your log remains the same, but the subsequent pages are divided into 6 columns : time, report on the left hand of the road, Gilwell sketch, report on the right side of the road, distance, and weather conditions. The original sketch drawn in standard style is given below.



6. TALK

During any one of the Company meetings give a talk for five minutes on any of the following subjects:- Take guidance from parents/Guide Captain.

Complete any one of the following and prepare a log book of 100 pg. with details given below.

Guiding is an All Round Development having activities for the girls; the opportunity created for you. To talk in a gathering or debate in a gathering will improve the oratory ability. If the guide is speaking or debating on current affairs she will be well in touch with the present situations of the country/community. Guide Company creates such situations frequently.

- A) **National integration.**
- B) **Child abuse, Child education, Child health, Child Social Security and Child Labour.**
- C) **Substance abuse**
- D) **Your future Guide training.**
- E) **Gender equality**
- F) **Free being me. www.free-being-me.com**

FORMAT OF LOG BOOK:

- **Design:** an attractive cover page.
- **Know me:** Name and personal details, your rank, Patrol name, unit name.
- Title of the topic selected.
- **Content:** Pictures, photos, chart paper text, pencil sketch (material should be handwritten).
- Thanks to those who have helped.
- **List of resources:** Books - Name and Publisher.



7. Out of Doors

Pre-activity:

For the Outdoor activity, you should work in Patrol and plan accordingly. Sit by patrols, prepare a menu chart, programme for overnight camp, discuss and then submit to your Guide Captain.

A) Plan an overnight Patrol Camp.

Camp is a complete test for a guide of all her experience whatever she had learnt as a guide. In the case of Patrol Camp the matter should be discussed in Patrol in Council for all pre arrangements, such as selecting the place, taking the permission from parents and authorities, deciding the distance, dates of camp and purpose of camp, materials needed, sharing the work, funds needed, etc. Then it should be approved by COH. After approval, as per plan, work to be started to implement the program according to the decision of the Patrol in Council.

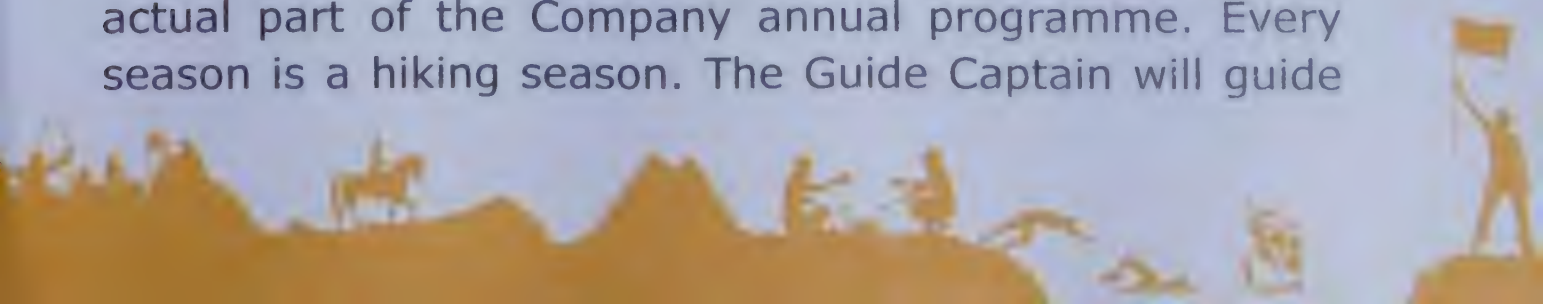
After the event is over, all return home safely, submit the report to your Guide Captain within a week after its completion.

Note: Your Guide Captain will guide you, take the total responsibility to make the Patrol Camp successful and enjoyable.

B) Undertake a day hike of 10 KM on foot with Patrol/Company members prepare meals and tea for the patrol. Make a report and submit within a week after the hike is over. The Hike route is to be given by the examiner.

FOOT HIKE:

Hiking is a journey on foot. Hiking is an integral and actual part of the Company annual programme. Every season is a hiking season. The Guide Captain will guide



you where you can go for a hike, the kind of place, what to prepare, Finance, Food, First Aid, etc. before sending the patrol. There may be difficulties on the way, but the guides learn to face the hardships. Well planned hike will surely be enjoyable. Your Guide Captain will give the route to you as planned in advance and decide the suitable place.



Each hike is planned afresh considering the immediate needs and interests of the Guides. A good hiker takes vehicle of her feet first and makes sure of the proper shoe.

CYCLE HIKE: Show that you can do these things with your bicycle. start, stop, use break, to control speed, balance easily. Ride at slow speed, and give proper signals.



With your patrol/company plan a cycle hike. Know and follow traffic rules and be able to mend a puncture, know

the parts of your cycle and how to check for safety. After knowing the above details one can easily undertake a cycle hike.

All other details like hike on foot planned, prepare meals and tea and submit the report within a week.

Hints:

- 1 Do not wear high heeled chappal or new shoes.
2. Don't try everything at once, go in stages, start in by looking, admiring the Nature. Nature is all around and all the way through.

After reaching the place, the patrol prepares meals and tea which already planned. Make a report and submit it along with route map of the hike to the Guide Captain within a week after the hike is over

C) Participate in a night game.

Post activity:

- After the overnight camp and hike, you share your experience. All will be excited to share .
- Play a night game, this needs creativity, imagination and implementation of guide skills. Choose some leaders to help you fix certain responsibilities having some share in preparation of the night game. The place, duration, various spots for various activities, route to be followed (as it is night game), fun filled activity, thrilling participations gets you excited and the activity becomes memorable. After the game is over, assemble to give your opinion/ experience. Submit report to your Guide Captain.



8. COOKING

Cook for your patrol using Backwoodsman method.

In Dwitiya Sopan you learned about different types of fires, how to lay and light a fire and cook simple dishes. But the real test of your skills as a camper is when you can cook using the Backwoods method. Backwoods cooking is a method of cooking without the use of kitchen implements. In this method instead of vessels we use materials such as aluminium foil, fruit skins, butter paper, food cartons, newspaper, leaves, mud, heated stones, green twigs etc. The secret to successful backwoods cooking is to build **a good fire that gives hot embers and ashes** in which the cooking can take place. Aluminium foil is very useful to make bowls or wrappings for the food.

Methods: Roasting, baking, toasting, grilling, steaming.

Roasting: a good example of roasting is the Makai Bhutta or the roasted corn. We can also roast brinjal, mash it and mix it with chillies, onion and spices to make a "baingan ka bhartha".

Baking: Batata poha:-take two or three sheets of butter paper or waxed paper (such as the paper used for sliced sandwich bread). In its, place some damp poha (flattened rice) with chillies, turmeric, salt, fine slices of potatoes, and a spoonful of oil and wrap it up tightly. Use damp sheets of newspaper as an outer covering and put the packet in the hot ashes. Pile on more embers on top of it and let it bake for 10 minutes. Remove from fire and unwrap after it cools down slightly.

Toasting and Frying: Select and clean a smooth flat stone and let it heat over the fire. Spread some oil on the surface. You can then toast bread, rotis or fry eggs on the hot surface.



Steaming: Our North Eastern friends have a very clever way of using hollow bamboos to stuff rice, vegetables or meat in them and steam in open fire. Another method is to wrap vegetables etc in big leaves and cook over a low fire or in the embers. X X



Boiling- in a paper bag. It is possible to use a thick paper bag to boil water. The water inside will prevent the bag from burning. The trick is to ensure that the heat only touches that part of the bag that the liquid is in contact with, so it can absorb the heat. You can thus make tea easily.

Some more recipes to help you

Cover potatoes or eggs with wet mud and place them in the embers to get **baked potatoes and hard boiled eggs**.

Orange eggs: Scoop out the contents of an orange without breaking the skin. Break an egg into the orange shell and place on embers allow to cook. When done, eat from container. Use a long green stick to hold the orange.



Collect a food carton such as a milk carton or an oil carton. Clean the insides. Smear the outside with wet mud.

Put rice, water, spices, salt and a little oil in the container. Close the top. Place it or hold it over the fire using a thin stick inserted through the top of the box. You will have a fine **veg pulao**.

These are but a few ideas. You will surely think of many more. Be sure to pay attention to cleanliness and safety while cooking. Use long sticks to handle the materials on the fire. Take all necessary precautions.

BACKWOODS



COOKING

Egg in Orange

You will need:

- One large orange per person.
- One egg per person.

Method:

- Cut the top third off the orange and carefully scoop out (and eat!) the flesh of the orange from the bottom section.
- Break the egg into the orange and place it amongst hot embers until you can see that the egg is cooked.

Variation:

Preparing the food in this manner, use a green stick, with the bark removed, as a skewer by inserting it through either side of the orange, near the top. You will find that it will be easier to retrieve the cooked egg using this method.



Shish Kebabs

You will need:

- Lamb (the shoulder cut may be the most suitable)
- Peppers, onions, apples, tomatoes, cucumber, celery.

Method:

- Cut the meat and vegetables into 2cm cubes.
- Prepare a green stick to act as a skewer by removing the bark from the end at which the food is to go (the thinnest end) and sealing it by placing over the hot embers briefly.
- Thread the ingredients, as desired, onto the stick and place it over glowing embers, turning occasionally. It is advisable to manufacture some form of support at either end of the skewer in order to keep it in position — and to prevent your hands getting burnt!

9. SIGNALING

Pre-activity:

- Make signs in general and convey any two simple instructions to be followed.

Learn morse signaling and be able to send and receive simple message of 10 words.

Types of SIGNALLING

Every Guide ought to learn the Morse code of signalling. It can be used to send messages by 'dots' and 'dashes' for some distance by flags; or by sounds, such as bugle, or by flashes (heliograph or electric light)

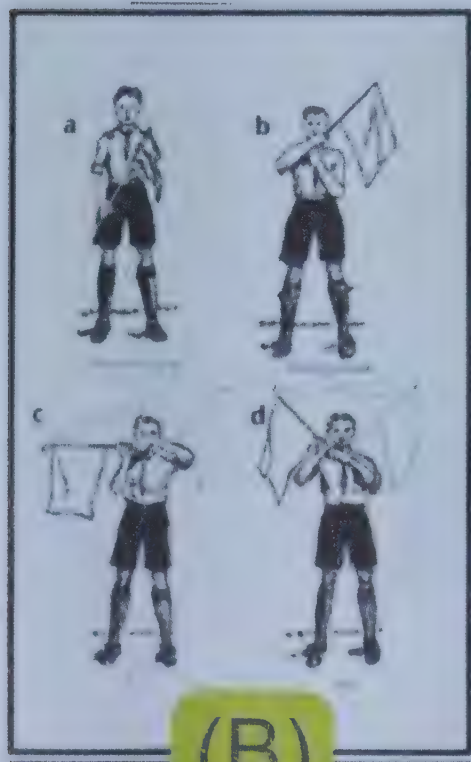
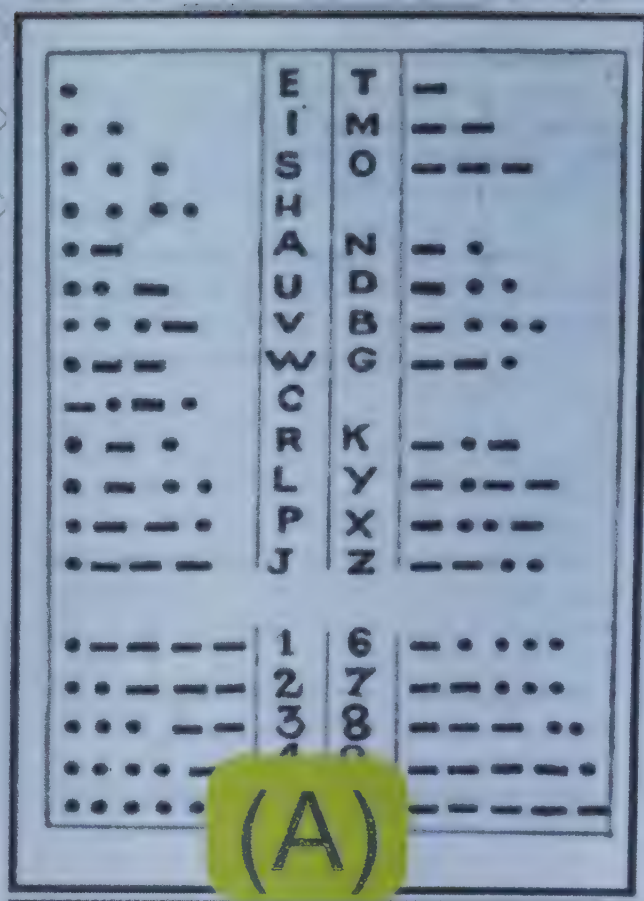


The MORSE code letters and numerals are made up of dots and dashes.

Figure (A) is the Morse code for alphabet and numerals. The code is made up of dots and dashes. The movement of the flag for dots and dashes is given in the figure (B). Picture (a) of figure (B) is the position of getting ready to signal, and (b) is prepared to send the signal.

Observe the figures (b) and (d) the flag is at an angle over the left shoulder in figure(b) and in the figure(d) the angle of the flag is over the right shoulder. The tip of the angle shown in figure (b) and (d) make roughly 45° angle. Figure (b) is the starting position of the flag movement. When the flag is started and moved up to 45° angle overhead and comes back to the starting point nonstop, is called a dot.

Two continuous movements of 45° angle and stops at starting point are two dots. .. three movements is three dots ... four movements is four dots.



Now look at the figures at (d) and (c) . At (d) the flag movement of 45° angle. At the figure see flag is coming down to shoulder level on right hand side, keeping the starting point of flag same as was for dot. Now the angle of the flag about 135° . This movement of the flag starts from the starting point and comes down to the shoulder level and without stopping goes back to the starting point and stops there is called a dash.

When the flag moves in these dash position twice without stopping and halts at starting point is two dashes... three movements is three dashes.



One dot 'E',
Two dots 'I'
Three dots 'S'
Four dots 'H'

One dash 'T'
Two dashes 'M'
Three dashes 'O'

While doing the signaling two stations are established. One is sending station and the other is Receiving station.

The sender must always face the station she is sending to. She gets the attention of the receiving Station by the calling up signal / 'VE-VE-VE' or 'AAAA'. When the receiving station is ready, it gives the Vehiclery on signal K. If it is not ready, it sends 'Q', meaning "Wait".

When the receiving station had read word correctly, sends 'E' or 'T', for Morse. If any word is not answered, the sending station knows that the receiving station has not read it and so repeats it until it is answered.

If any mistake is made, the erase signal of 8 'E's can be sent and then the word be repeated.

If you are going to send numbers, use the regular Morse numerals only. They will be checked by being repeated back by the receiving station.

End of letter is indicated by a short pause. In flag signaling, by bringing the flag down the completion of word merge is indicated.

You close a message by sending the end of message with a signal 'AR'. The receiving station answers with the message received signal 'R' if the message has been received correctly.

Once you know the Morse codes, all you need is practice. The technique of achieving mastery in signaling, you start with simple words, slow speed and shorter distances. As you become familiar and perfect you can increase the speed, distance and long sentences.

If you want to write secret letters to your friends use the morse code. That will puzzle most people to read, it will be quite readable to any of your friends who understands the morse code.

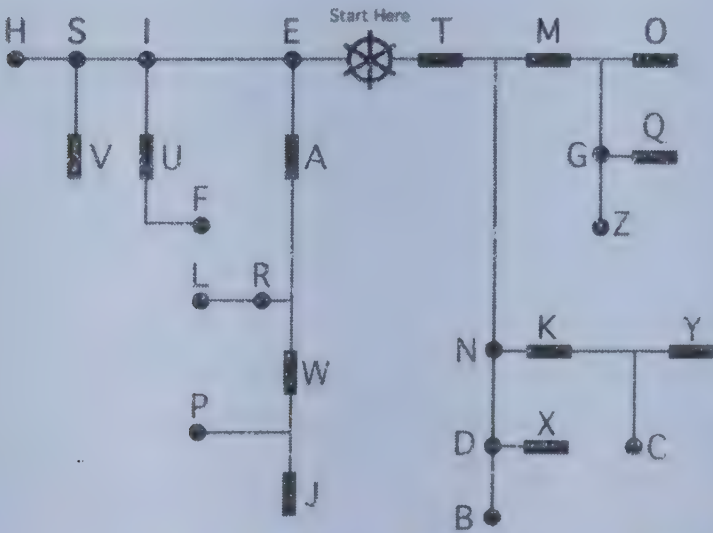
Table of Signaling procedure:

Signal	Meaning and Use
VE, VE, VE or A A A A	Calling up Signal
KJPY	Vehiclery on (Answer to VE if not ready to receive message)
Q	Wait (Answer to VE if not ready to receive message)
T or E (Morse)	Wait (Used to answer all signals unless otherwise stated)
	Erase (To anything sent incorrect)
AR	End of Message Signal
R	Message received correctly (Answer to AR)

Post activity:

- Send message of 10 words.
- Write your name and date of birth using Morse Code.
- Practice and communicate.

Morse Code Receive Decoder Chart (a-z)



10. PROFICIENCY BADGES

Qualify any two of the following Proficiency Badges one from each group (for Details refer APRO Part - III):-

Group-A:

A)Civil Defence



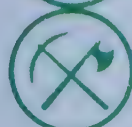
B)Community Worker



C)Ecologist



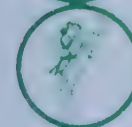
D)Pioneer.



E)Safety knowledge



F)Self Defence



G)World Conservation



H) Naturalist



Group-B:

A) AIDS Awareness



B) Book Binder



C) Citizen



D) Computer Awareness



E) Drug Awareness



F) Healthy Woman



G) Hostess



I) Path Finder



Refer APRO Part - III for Proficiency Badge Requirements.

Your Guide Captain will create interest and encourage you to choose the proficiency badges of your interest and complete in time. You should plan out. After the selection of badges by you, if need the Badge Instructors can be arranged by your Guide Captain to give you details of the Badge, how and what you should do and prepare the Log Book. The Guide Captain with the help of DC/DOC will arrange Badge Instructor to train you and also Badge Examiners to test your efficiency in the selected Proficiency Badges, appointed for the proficiency badges and award Badges and certificates to that effect.

11. KNOWLEDGE

a) Knowledge of Girl Guiding in India and WAGGGS

(World Association of Girl Guides and Girl Scouts)

In many a places in guide activity the Guides are encouraged to improve their skill in electronic gadgets and knowledge of internet system. Your Unit Leader, can give you an assignment to download the matter from the internet and submit.



Girl Guiding in India

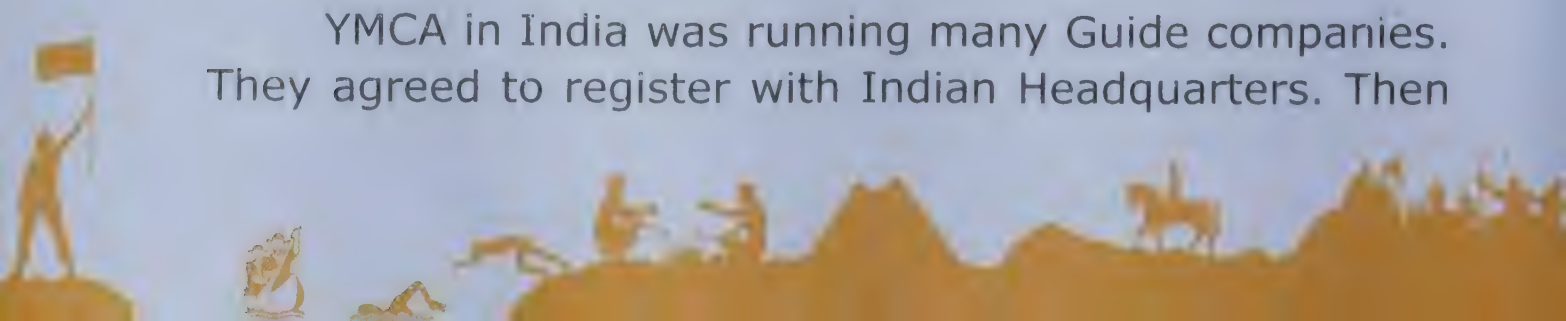
Dear Guides,

We hope that your journey of Guiding is enjoyable. Once again you have to remember the History of Guiding and how it began. You have to narrate the History of Girl Guiding in India. The history of Guiding in India makes you feel proud.

The first Guide Company in India was opened at Jabalpur by Dr. Cullen. The Guide Company holds the title "Primus India" Many guide companies were started in Indian and European schools in India during the first half of 20th century.

Then onwards it spread to Kolkata (Calcutta), Chennai (Madras) and Mumbai (Bombay), many companies were opened and Kolkata had larger number of companies., In course of two years Guide companies were 50 and Guides 1250. They were under the direct control of London Headquarters.

YMCA in India was running many Guide companies. They agreed to register with Indian Headquarters. Then



in 1916, Mrs. Bear attended a conference organized by YMCA, Mumbai. After the lengthy discussion YMCA agreed with Indian Headquarters by promising to give enough representation to YMCA in Guide Council. Kolkata became Indian Headquarters in the same year. Mrs. Bear was made Chief Guide Commissioner of India. Baden Powell as the President of the movement delegated powers to adopt Guide programme to Indian culture and made policy to suit Indian Guides and to bring about changes in badges. The policy made by Indian Guide Association was reviewed and approved with some changes. Thus Girl Guides with their own Indian Headquarters in Kolkatta started functioning independently.

The Constitution of Indian Guide Association provided:-

- A Chief Commissioner with National Council.
- Provincial Council.
- District Commissioner with Local Association.
- Companies with Committees.
- Patrol Leaders with patrols.

In 1918, the Headquarters London published a book titled Girl Guiding in India. It was also the necessity of India and Lord Baden Powell advised, before preparing Girl Guiding in India study the culture by visiting different parts of India collect information and prepare the Book. Lord Baden Powell's words were followed and "Steps to Girl Guiding in India" was published. In the same year Aims Rules & Policy for Guides were published. Now the title of the book "Step to Girl Guiding in India" is changed into "Girl Guiding in India".

To begin with, people had the opinion that Guiding was only for European girls. Looking at the development of Guiding in European Schools, Dr. Annie Besant and Dr. Arundale and other Indian Leaders thought of enlisting Indian Boys and Girls in Scouting. An Association called



Dr. Annie Besant





George S. Arundale

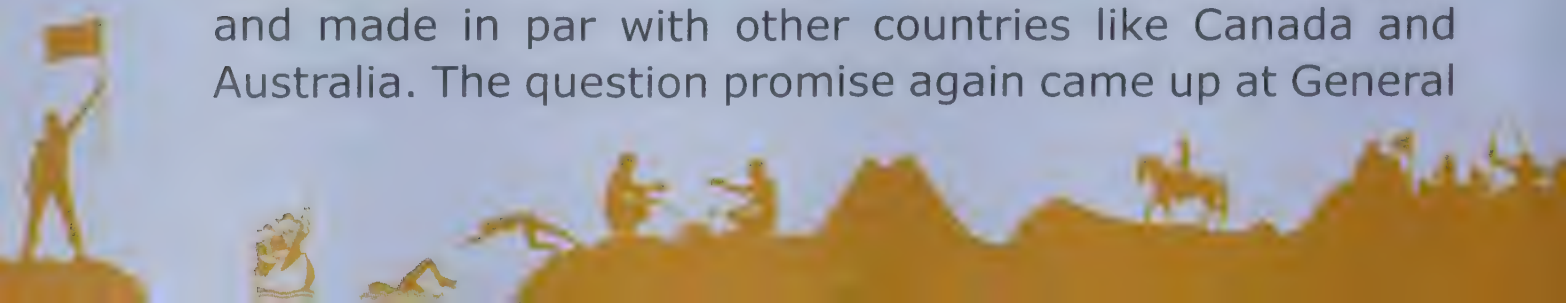
Indian Boys Scout Association was formed in 1916. Girl members in it were called Guides. In 1917 Pandit Madan Mohan and Pandit Hirdaya Nath Kunzru assisted by Sh. Ram Bajpai and others organized Seva Samiti Guides Association. The Association included girls called as Girl Guides.

In 1919, **Mrs. Bear** was made in charge of Indian Guides. **Smt. Abala Bose**, a great woman educationist and social worker w/o famous late Sh. Jagdish Chandra Bose was the first Indian Commissioner, in 1920. **Mrs. Banerjee**, was appointed as first Indian Guide Captain of the 8th Kolkata company in August, 1914.

Lord Baden Powel and Lady Baden Powel visited India in 1921. They toured all over the country and met Scouts and Guides. It was the great effort of Lady Baden Powell that made Girl Messenger Service, the Sister Guides and Seva Samiti Guides to agree for amalgamation. Except Seva Samiti Guides, Sister Guides and Messenger Guides merged with Indian Guide Association.

In India, struggle for independence was going on strongly during those days. Hence Guide Movement did not catch up in India. Another displeasure was "Loyalty to king emperor" in the promise. In 1928 the students of "Bramho Balika Girls school" refused to take promise with the wording as "Loyalty to king emperor". World Chief Scout and World Chief Guide again visited India in 1937. They were successful partially in the merger of Guide Association. But negotiation on the promise failed.

The Girl Guide Association reviewed the situation at General Council meeting at Lucknow in 1938 and passed a resolution to delete "King emperor" from the promise and made in par with other countries like Canada and Australia. The question promise again came up at General



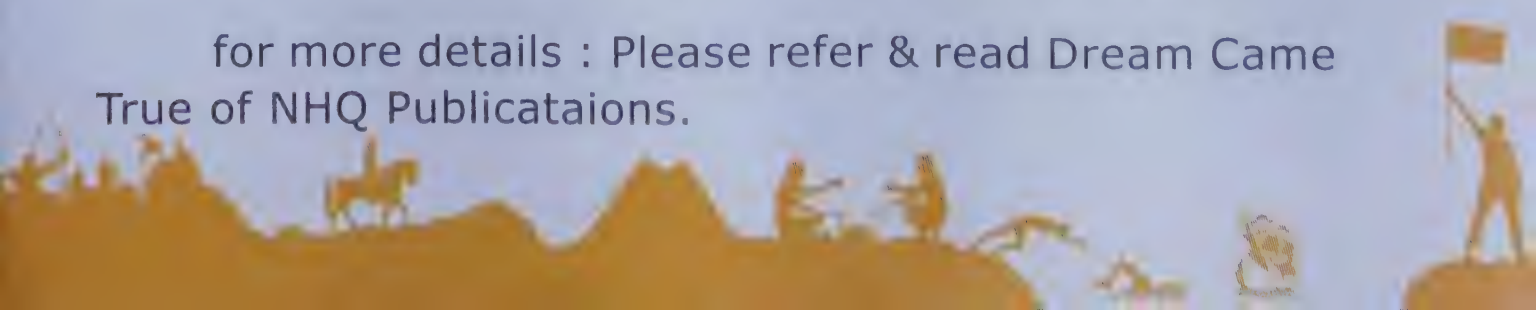
Council at Hyderabad in **1946**. It was decided by votes the Guide promise for India should be "***Loyalty to God and my country and its Law***".

On 09th May, 1947 at the instant of Lady Mount Batten a joint meeting of all the Indian Girl Guide Association was called by the Ministry of Education. The then Education Minister Maulana Abul Kalam Azad presided over the meeting and a committee was formed for further action.



7th November, 1950. This day BSG foundation Day is celebrated as Flag Day. All India Girl Guide Association did not merge because it was not assured by full autonomy in respect of training and administration. On the assurance of the Scout Association autonomy in respect of training and administration, Girl Guide Association passed resolution in General Council held at Lucknow in 1951. The merger took place on 15th August, 1951 under the common title the Bharat Scouts and Guides. The Bharat Scouts and Guides applied for fresh affiliation to the WAGGGS. One of the conditions for membership of this Association is that Guide movement in a country should be run by women, and the women's section should be autonomous with regard to Finance and Policies. At the 14th Conference held in 1952 in Norway, Mrs. Lakshmi Mazumdar, who represented India's case in its true perspectives succeeded in removing these doubts. But there were certain technical difficulties in admitting the Guide wing of the Bharat Guides as a member of the WAGGGS. But these difficulties were removed through the negotiation of the World Committee represented by the World Director Dame Leslie Whatley, and Guides of India, was formally readmitted as full member of the World Association of Girl Guides and Girl Scouts in 1953.

for more details : Please refer & read Dream Came True of NHQ Publicataions.



Activity

1. Prepare two sets of cards – 1) Events
2) Years

With the help of the cards conduct the following activities:

- 1) Match the year and event
- 2) Pick a card and speak about that topic.
- 3) Time line the history
- 2) Story chain of history
- 3) Re tell the history

WORLD ASSOCIATION OF GIRL GUIDES AND GIRL SCOUTS [WAGGGS]

Dear Guides,

We being the members of the international movement have to know about International Guiding. If you have a chance to go abroad visit World Bureo office World Bureou and World Guide Centre, which stands for worldwide sisterhood and world peace.



Sing and enjoy -

1. A Song

*Our way is clear as we march on,
And see! Our flag on high,
Is never furled throughout the
world,
For hope shall never die!
We must unite for what is right,
In friendship true and strong,
Until the earth,
In its rebirth,
Shall sing our song!
Shall sing our song!*

*All those who loved the true and
good,
Whose promises were kept,
With humble mind, whose acts
were kind,
whose honour never slept;
These were the free!
And we must be,
Prepared like them to live,
To give to all,
Both great and small,
All we can give*



WAGGGS and its history

1924: Under the leadership of Lady Baden Powell formed overseas Council resolved to establish World Association of Girl Guides and Girl Scouts at London.

1926: It was decided to celebrate 22 Feb birthday of Lady Baden Powell as Thinking day/Founders' birth day. In honour of their great contribution to the movement.

1928: WAGGGS was established at London.

1930: World Guide Flag designed by Ms. Kari Aas was adopted. Lady Baden Powell was honoured as World Chief Guide.

1932: A slogan "*a penny for a thought*" was given by Guider of Denmark, which originated Thinking Day Fund.



1976: Thinking day emblem was approved by Lady Baden powell. It is a circular emblem having 8 arrows directing to World Guide emblem means that all member countries work together to strengthen WAGGGS.

1991: The World Guide Flag and emblem got updated in perspective of globalisation.



Common International Bonds:

All the member countries have common bonds, World Flag and World Flag Song, Salute, Motto, Good Turn, Patrol System Our World news, Thinking day, Closing Song, Sisterhood Badge, Olave BP's Award and Youth Programmes.

Programme goals of the WAGGGS to 150 Member Organization. WAGGGS reaches 10 million girls and young women and you are one of them

1. Encouraging the entire members to have global outlook.
2. Provide opportunity for appreciating the diversity of people.
3. Help Girls to understand basic global problems and to search ways to solve these issues at a local level.
4. Develop and strengthen the unity and purpose of the movement.

Olave Baden Powell Society :

The society recognizes community service in your place or country and best service is awarded.

WAGGGS has two kinds of membership:-

1. **Full Members and**
2. **Associate Members**

India is a full member country.

WAGGGS is composed of three bodies:

1. **World Conference (World Council):**

International Guide Commissioners are the members of the World Conference. They elect World Board members.

2. **World Board (World Executive Body):**

Development of Girl Guides, prepares budget. Appoints sub-committees and task group.



3. **World Bureau (World Secretariat):**

REGIONS:

WAGGGS has five Regions:-

1. Africa 2. Asia Pacific. 3. Arab.
4. Europe. 5. Western Hemisphere

Message of Lady Baden Powell for the Girl Guides and Girl Scouts of the world

- "Look back in gratitude
- Look around with confidence and
- Look forward with conviction".



India belongs to Asia Pacific Region:

World centers:-

1. Pax Lodge – London UK.
2. Our Cabana – Mexico.
3. Our Chalet – Switzerland.
4. Sangam – Pune India.
5. Kusafiri – Africa.

If anyone wants to visit World Centres on her own tour obtain introduction letter from NHQ. One of the World Guide Centres, Sangam in Pune, Maharashtra, India is nearest to you. There will be international programmes in these centres, if you get a chance, don't miss.

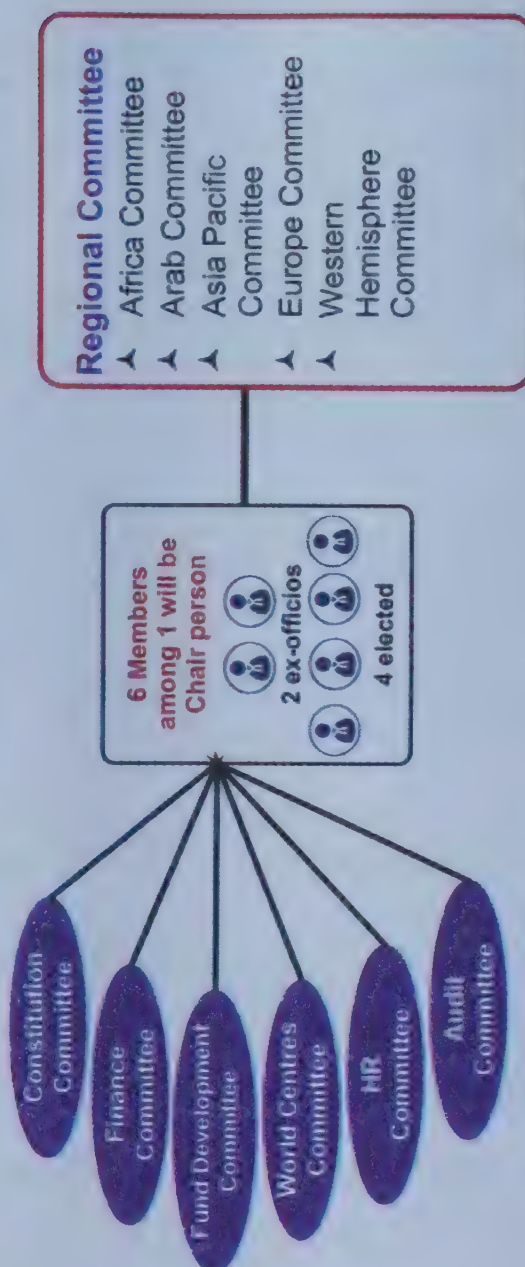
Activity :

1. Learn the World Guide song.
2. Collect the pictures of World Centres or Logos of the Centres.
3. Mention the events that took place in the following years :
a) 1930, b) 1924 c) 1926 d) 1991 e) 1976



Refer WAGGGS book published by NHQ.
Website : www.waggggs.org

Strategy and Planning Committee



Strategy & Planning Committee

b) Use of ATM and Mobile phone:

As your Unit Leader will explain to you

know and understand the safety measures while using ATM and Mobile phone.

or

You must learn to prepare using basic electrical/ electronic devices; assemble a useful gadget at home under the supervision of a trained adult.

(MATERIALS TO BE COLLECTED)

12. FIRE

(a) Safety precautions regarding Fire.

When oxygen, fuel and heat come together there is fire. There are two causes of fire:

DIRECT - by human being directly.

INDIRECT - by sun rays.

by Chemicals

by Rubbing (Gharshan)

by electric short circuit

There are three articles required for fire:

Combustion material (Fuel)

Air (O₂)

Temperature (Heat)

HOW TO PUT IT OUT.

There are three types of methods applied

1. Starvation Method: Remove the fuel.
2. Suffocation Method: Cut off the air.
3. Cooling Method: Bring down the temperature.

Nowadays number of readymade fire extinguishers are available in the market for all the above three methods.

Precautions:

Do not keep the fire or stove burning openly - always have a vessel over it.

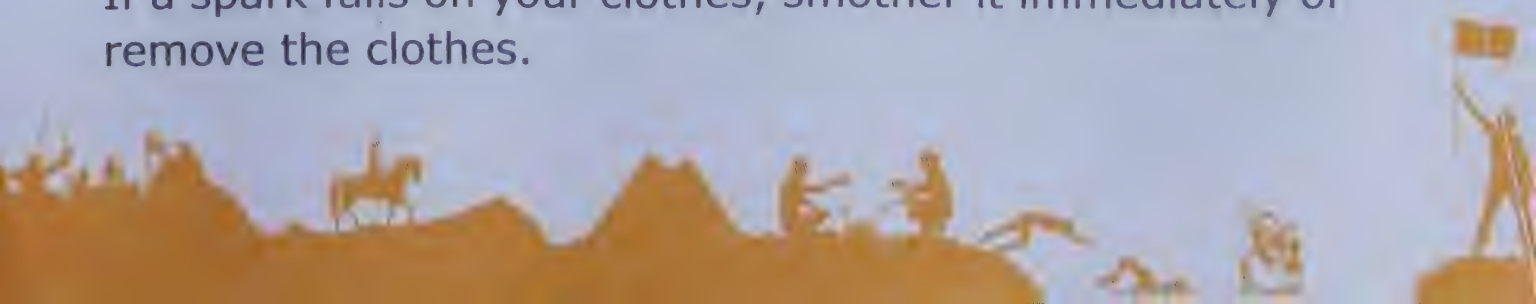
Keep combustible objects like kerosene, paper away from the fire.

Keep your hair tied back and your clothes tucked in.

Do not wear loose and flowing clothes.

Avoid nylon and polyester clothes as they catch fire easily.

If a spark falls on your clothes, smother it immediately or remove the clothes.



Never run about with clothes on fire as that will make the flames burn more.

Keep a bucket of water ready near you, specially while cooking over open fire.

After cooking is over, put off the stove or put out the wood fire by throwing mud, ash or by sprinkling water over it.

Oil/Petrol Fire

Such a fire occurs mainly while cooking over wood fire or on stoves at home.

CAUTION: in case of oil fire, don't put water – oil will come up, float and spread.

Instead, cover it with a steel plate or lid so that oxygen is cut off. Also turn off the stove.

Electric Fire:

Causes:

1. Overloaded electrical circuit.
2. Faulty, old or damaged wiring.
3. Inferior or defective electrical gadgets.

Warning Signs:

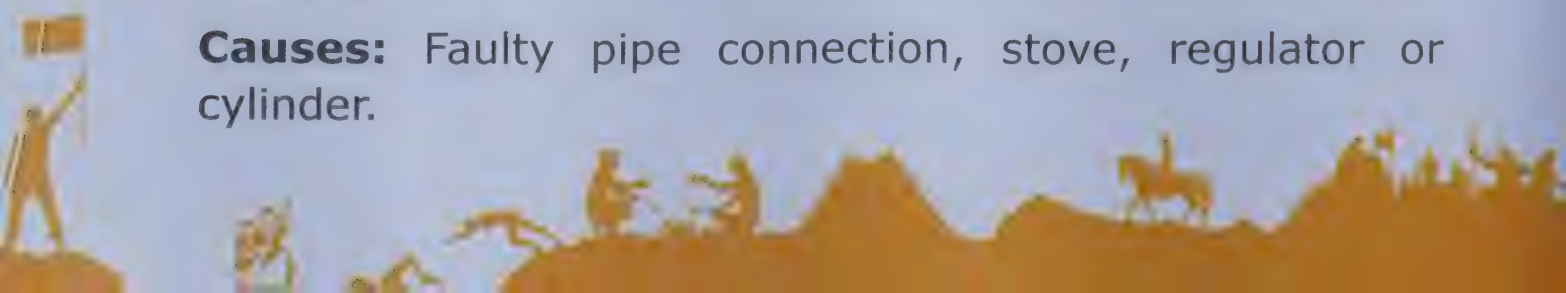
1. Your circuit breaker keeps tripping.
2. Burning smell.
3. Discoloured sockets.
4. Broken or damaged wires

How to put it out:

- First switch off the electricity.
- Don't put water and don't touch electric line.
- Use sand or baking soda to put out small fires.
- Use a class C fire extinguisher
- Keep a fire extinguisher in your building and know its location and how to use it.
- Keep the fire extinguisher serviced from time to time.

Gas fire:

Causes: Faulty pipe connection, stove, regulator or cylinder.



How to put it out:

Don't touch electric/ battery switch. Try to open the door and windows so that effect of leakage of gas is minimized.

Disconnect the gas cylinder.

To enter the room put a damp cloth over your face and crouch low down near the floor.

Cover the gas cylinder with a thick wet cloth.

Put out any lamps/diyas burning nearby.

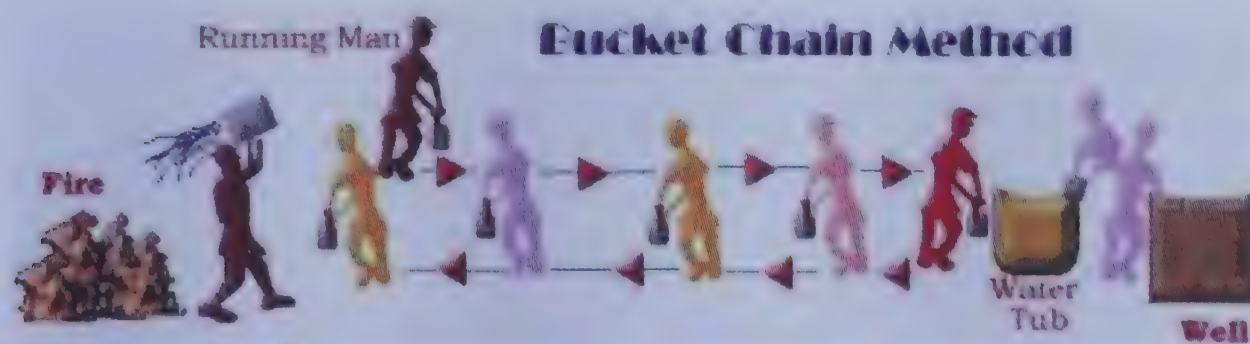
Inform the gas agency immediately.

Call the Fire Brigade on **101**

b) Demonstrate Bucket Chain method of Putting off fire

Bucket chain method is a method used to extinguish the fire using the water. At the time of fire accidents, when the water point cannot be brought closer to the site of the fire, this method is used to put off the fire. People stand in two lines, one from the water point to the site of fire and the other from the site of fire to water point. One line of people carry the water from water point to the site of fire. After pouring the water on the fire the empty buckets are passed on back to the water point by the other line. The bucket with water is moving in exchange from the water point to the site of fire with water and from the site of fire empty buckets are passed back to the water point. This chain continues till the fire is completely put off. As the bucket is moving nonstop in continuity linked like a chain, the name of the method is called Bucket chain method. Quick action and man power utilised for putting off the fire.

Activity: Demonstrate and practice the Bucket chain method.



c) How to tackle Dry Grass Fire

You may take every precaution in building your fire, yet a spark may jump out into the leaves or grass and start a fire.

You may come across small fire just starting from some carelessly thrown match as you hike through the woods.

Do something about it before it gets too large! Here are some ways to take care of it.

- (i) Send someone to notify fire wardens by telephone, unless you are SURE you can handle it.
- (ii) Use sand or dirt to smother flames. Or use brooms, brush, burlap bags, or some other heavy material that can be soaked in water, to beat out the flames.
- (iii) If there are pails of water handy, make the water go further by the method, rather than trying to sprinkle on the flames. Use shovels to dig dirt to smother fire, or to dig a trench around it.
- (iv) Work with the wind IN YOUR FACE, not at your back. Beat towards the wind.

(Beating with the wind at your back tends to help fan the flames. or causes sparks

d) Types of fire extinguishers and use thereof.

There are 5 main ways to stop a fire – By Water, Foam, Dry Powder, CO₂ and Wet Chemical.

There are **four classes** of fire extinguishers – A, B, C and D – and each class can put out a different type of fire.

Class A extinguishers will put out fires in ordinary combustibles such as wood and paper

Class B extinguishers are for use on flammable liquids like grease, gasoline and oil

Class C extinguishers are suitable for use only on electrically energized fires

Class D extinguishers are designed for use on flammable metals



A-B-C Multipurpose extinguishers are commonly kept for safety from different types of fire.

Learning how to use your fire extinguisher

P. Pull the pin on the fire extinguisher in order to break the tamper seal.

A. Aim the fire extinguisher low, with the nozzle pointed at the base of the fire.

S. Squeeze the handle of the fire extinguisher to release the extinguishing agent.

S. Sweep the nozzle from side to side while pointed at the base of the fire until it is extinguished.

If the fire re-ignites, repeat the last 3 steps.



PASS Method of using Fire extinguisher

BE CAUTIOUS

"A FIRE IS A GOOD FRIEND BUT A BAD MASTER"



13. SERVICE : KNOW AND UNDERSTAND THE DISEASE

TUBERCULOSIS

Tuberculosis is an infectious disease that usually affects the lungs. Compared with other diseases caused by a single infectious agent, tuberculosis is the second biggest killer, globally. Following Koch's discovery, the development of vaccines and effective drug treatment led to the belief that the disease was almost defeated. Indeed, at one point, the United Nations, predicted that tuberculosis (TB) would be eliminated worldwide by 2025.

However, in the mid-1980s, TB cases began to rise worldwide, so much so, that in 1993, the World Health Organization (WHO) declared that TB was a global emergency; the first time that a disease had been labeled as such.

What is tuberculosis?

TB usually affects the lungs, although it can spread to other organs around the body.

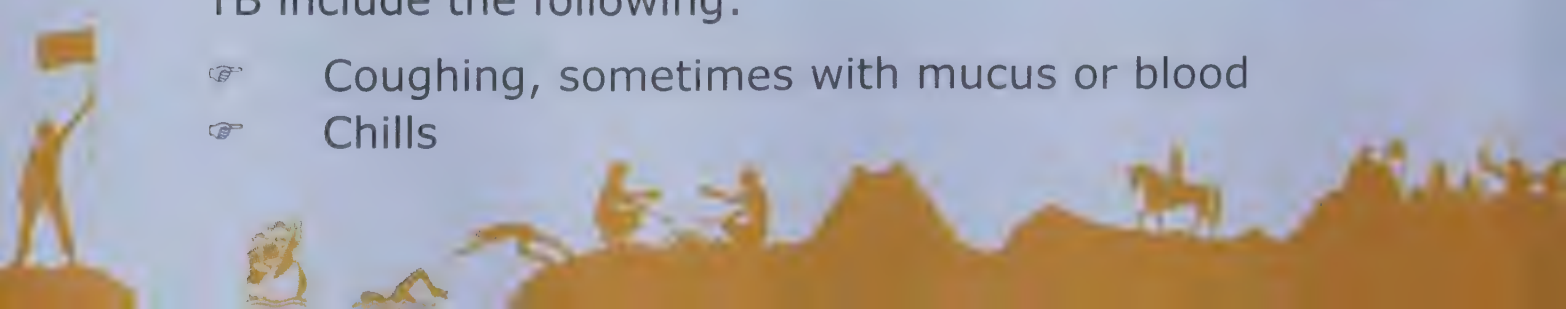
Doctors make a distinction between two kinds of tuberculosis infection: latent and active.


- **Latent TB** - the bacteria remain in the body in an inactive state. They cause no symptoms and are not contagious, but they can become active.
- **Active TB** - the bacteria do cause symptoms and can be transmitted to others.

Symptoms of tuberculosis





While latent TB is symptomless, the symptoms of active TB include the following:

- ☞ Coughing, sometimes with mucus or blood
- ☞ Chills



 Fatigue Fever Loss of weight Loss of appetite Night sweats

Tuberculosis usually affects the lungs, but can also affect other parts of the body. When TB occurs outside of the lungs, the symptoms vary accordingly. Without treatment, TB can spread to other parts of the body through the bloodstream:

-  TB infecting the bones can lead to spinal pain and joint destruction
-  TB infecting the brain can cause meningitis
-  TB infecting the liver and kidneys can impair their waste filtration functions and lead to blood in the urine
-  TB infecting the heart can impair the heart's ability to pump blood, resulting in a condition called cardiac tamponade that can be fatal

What causes tuberculosis?

The *Mycobacterium tuberculosis* bacterium causes TB. It is spread through the air when a person with TB (whose lungs are affected) coughs, sneezes, spits, laughs, or talks.

TB is contagious, but it is not easy to catch. The chances of catching TB from someone you live or work with are much higher than from a stranger. Most people with active TB who have received appropriate treatment for at least 2 weeks are no longer contagious.

Since antibiotics began to be used to fight TB, some strains have become resistant to drugs. Multidrug-resistant TB (MDR-TB) arises when an antibiotic fails to kill all of the bacteria, with the surviving bacteria developing resistance to that antibiotic and often others at the same time.



MDR-TB is treatable and curable only with the use of very specific anti-TB drugs, which are often limited or not readily available. In 2012, around 450,000 people developed MDR-TB.

Prevention of Tuberculosis

A few general measures can be taken to prevent the spread of active TB.

Avoiding affected people by not going to school or work, or sleeping in the same room with others, will help to minimize the risk of germs from reaching anyone else. Wearing a mask, covering the mouth, and ventilating rooms can also limit the spread of bacteria.

Treatments for Tuberculosis

The majority of TB cases can be cured when the right medication is available and administered correctly. The precise type and length of antibiotic treatment depend on a person's age, overall health, potential resistance to drugs, whether the TB is latent or active, and the location of infection (i.e., the lungs, brain, kidneys).

People with latent TB may need just one kind of TB antibiotics, whereas people with active TB (particularly MDR-TB) will often require a prescription of multiple drugs.

Antibiotics are usually required to be taken for a relatively long time. The standard length of time for a course of TB antibiotics is about 6 months.

TB medication can be toxic to the liver, and although side effects are uncommon, when they do occur, they can be quite serious. Potential side effects should be reported to a doctor and include:

- ☞ Dark urine
- ☞ Fever
- ☞ Jaundice



- ☞ Loss of appetite
- ☞ Nausea and vomiting

It is important for any course of treatment to be completed fully, even if the TB symptoms have gone away. Any bacteria that have survived the treatment could become resistant to the medication that has been prescribed and could lead to developing MDR-TB in the future.

Directly Observed Therapy (DOT) may be recommended. This involves a healthcare worker administering the TB medication to ensure that the course of treatment is completed.

EVERY
BREATH COUNTS
STOP TB NOW!



HEALTHSLOGANS.COM



14. Serve as a Dwitiya Sopan Guide for at least 6 months.

Your Unit Leader maintains the record of the progress of all Guides. Check whether you are progressing to the next stage, maintain the duration so that it will not be a problem for you when you submit your application for Rajyapuraskar/ Rashtrapati Guide award. When you have completed all the tests for Tritiya Sopan badge, you will inform the Patrol Leader. In the Patrol-in-Council, it will be recorded and taken to Court of Honor by the Patrol Leader. When the Court of Honour meets, the Patrol Leader will inform the COH regarding your completion for Tritiya Sopan tests, which will be recorded in COH. Arrangements for tests by the independent examiners by the Training counselors and appointed by Badge Committee of the District Association will be made by the Guide Captain.

After the tests are completed successfully, Certificate will be issued by the examiners. On the basis of the Certificate, Tritiya Sopan badge be awarded to you at a suitable meet of the Company Ceremonially.

Now you can wear the Tritiya Sopan Badge and the Proficiency Badges you have earned at this stage. Tritiya Sopan Badge to be replaced by Dwitiya Sopan Badge.

Congratulations! Go ahead to work for Rajya Puraskar! Good Luck!

Dear Guide,

Now you are ready to start the work for Rajya Puraskar.

Congratulations



RAJYA PURASKAR



Welcome to Rajya Puraskar stage here you have to work for 9 months to complete various tests. Now you are more matured and having Guiding skills and knowledge so you can contribute with confidence more time and update your knowledge with more advanced information needed for this stage.

Please note that:

- (i)** The Rajya Puraskar Badge consists of the emblem of the Bharat Scouts and Guides at the bottom, the Ashok Chakra at the top; and the word 'SEVA' in Devanagari script in the centre surrounded by a laurel.
- (ii)** The badge is issued on the basis of certificate issued by Independent examiners appointed by the Local/District Badge Committee and satisfactory completion of State level Testing camp.
- (iii)** Guide who has already earned the qualifying badges, will have to attend Rajya Puraskar Testing Camp organised by the State Association under the supervision of the State Organising Commissioner (Guides) where the knowledge and the skills of the Guide will be retested. After getting qualified in the Testing Camp, the Guide will be eligible for the award of Rajya Puraskar Badge and Certificate.
- (iv)** The Rajya Puraskar Badge shall be worn in place of Tritiya Sopan Badge on left sleeve, as per diagram shown in this book at the end.

- (v) The State Chief Commissioner who is the final authority to grant Rajya Puraskar Badge shall issue from time to time, suitable directives in respect of Badge tests and ensure the adequacy of knowledge and skills upto Rajya Puraskar Badge.
- (vi) This award is presented by the Governor or Patron/President of the State Association on the recommendation of State Chief Commissioner and can be withdrawn under compelling circumstances by the State Chief Commissioner.

REQUIREMENTS FOR RAJYA PURASKAR BADGE:

1. Ensure Proficiency in the tests undertaken upto Tritiya Sopan.
2. Hold Tritiya Sopan Badge
3. Earn Ambulance Badge.
4. Undertake overnight hike for ten kms, along with a group of Guides of her own Company and submit report to the Guide Captain within ten days.

Or

An overnight cycle hike for twenty five kms along with a group of Guides of her own Company and submit report to the Guide Captain within ten days.

5. Work on one of the following for six months and submit a report – Kitchen Garden/Roof Garden/Hanging Garden.
6. Mapping:
Make a map by using any one of the methods not done earlier:
Plane Table or Triangulation or Road Traverse
7. Camp Craft:
 - A) Be able to pitch, strike and pack a Single/Double fly tent.

- B) Splicing - Eye / Back / Short – anyone not done earlier.
- C) Make a model of any Pioneering Project
8. Earn any three of the Proficiency Badges not earned earlier from among the given below:
Child Nurse, Community Worker, Literacy, Community Singing, Sanitation Promoter, Public Health, Soil Conservator, Solar Energy Awareness, Safety Knowledge, Rural Worker, Rescuer
9. Earn any two of the Proficiency Badges not earned earlier out of the following:
Camper, Pioneer, Star Gazer, Naturalist, Tracker, Electronic, Signaller, Cancer Awareness, Health, Nutrition Educator, Farmer, Dairy Maid, Writer, Beautician, Free Being Me, Dancer
10. Have knowledge about the BSG website and gain information about your Regional Headquarters.

Dear Guides,

Your sincere and dedicated involvement in the movement in becoming Good Citizens, has given you a chance to get the State Level Highest Award i.e. RAJYA PURASKAR. To make it easy in revising upto Tritiya Sopan the following guidelines are given:

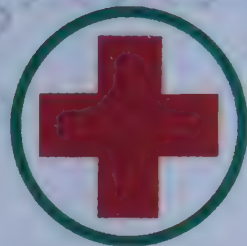
MAKE THOROUGH IN THE FOLLOWING TOPICS:

- C Campcraft (Tent, Flag, Gateway, Gadgets)
Compass, Constellations, Colour Party,
Camp Fire
- A Ambulance
- M Mapping
- P Pravesh 100%, Pioneering, Patrol Pioneering
- S Signalling, Sing Song
- F Flag Procedure, Fire Rescue, Form Filling
- E Estimation
- B Backwoodsman Cooking, Log Books

AMBULANCE BADGE

Ambulance: (Requirements)

(Red Cross on blue ground with green ring).
To be worn on both shoulders, below the shoulder badge.



- (i) Be able to answer questions from Dwitiya and Tritiya Sopan Tests for first Aid.
- (ii) Know how to deal with bleeding major and minor.
- (iii) Diagnose and bind a broken limb.
- (iv) Know how to deal with choking by Heimlich's manoeuvre.
- (v) Demonstrate mouth-to-mouth resuscitation.
- (vi) Demonstrate how to improve a stretcher, and apply a roller bandage.
- (vii) Demonstrate how to send a correct message, verbal, written or by telephone.
- (viii) Demonstrate two methods of carrying a casualty with one first aider and two more methods of carrying a casualty when there are two First Aiders.

Dear Guides,

To qualify the Ambulance man Badge, it is advisable to contact the Officials of St. John Ambulance Brigade, to give training and get the valid certificate from them, which is very much useful and beneficial. Your Guide Captain will arrange for this, you may also refer First Aid Mannual of Bharat Scouts and Guides.

Refer First Aid Mannual Books published by the Bharat Scouts and Guides.



THE BHARAT SCOUTS AND GUIDES -----, ----- DISTRICT CERTIFICATE

This is to certify that Guide
of/Guide Company of

School has been examined by me for
.....Proficiency Badge for_____ and she
has QUALIFIED in the Badge Tests as per Requirements given
in APRO Part III.

BADGE SECRETARY

BADGE EXAMINER
Name: _____
Date: _____



HIKE

Undertake overnight hike for ten kms, along with a group of Guides of her own Company and submit report to the Guide Captain within ten days.

Or

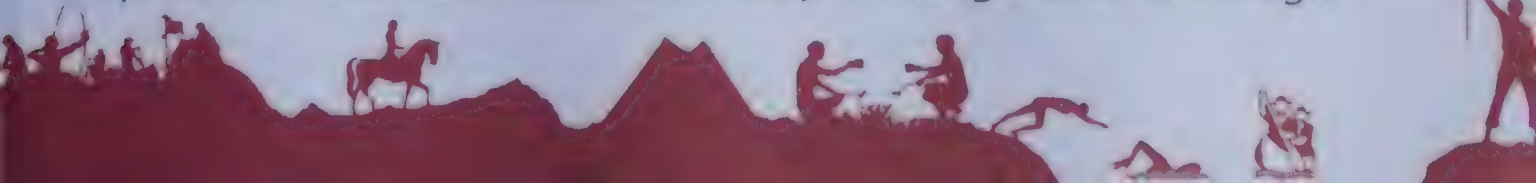
An overnight cycle hike for twenty five kms along with a group of Guides of her own Company and submit report to the Guide Captain within ten days.



Dear Guide,

As Guides you may prefer hike on foot better than cycle hiking, you have to plan well with full of enjoyment to forget tiredness, sweating, etc. , you can add games at 2 or 3 spots, Yells and Claps, songs to enthuse and forget the tediousness.

When you decide to go on a hike, choose a suitable place and inform your Guide Captain and also get the approval as per procedure. You can request your Guide Captain to go to the hiking place by any mode of transport and note the distance, time taken for covering, buildings at regular intervals, rest room facility for Guides etc locating spots for Games, Yells and Claps, Songs and a Rough

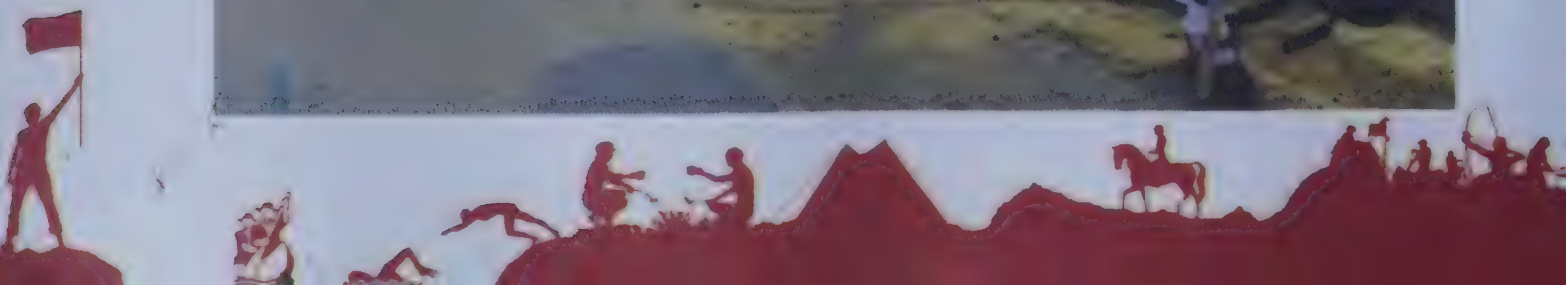


sketch Route Map. This enables for the safety and successful hike.

This is treated as Advanced party of Hike. Overnight hike normally starts at day time with night stay and ends the next day, at one place where cooked food served.

Planning – Hints:

1. List out the Guides, who would undertake Hike on foot.
2. Obtain permission from the parents of the participants, destination Head of Institution and keep a copy of it and hand over to Guide Captain for the Camp File with all details of hike copy given to Group leader/ Head of the Institution, DOC/DC.
3. Court-of-Honor resolution passed be recorded and filed.





THE BHARAT SCOUTS AND GUIDES

COH- RESOLUTION

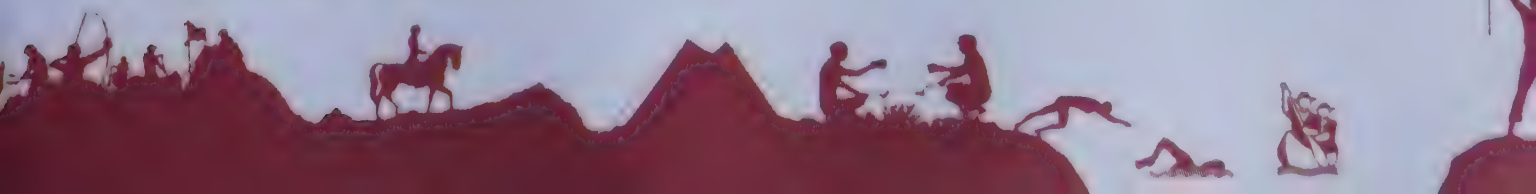
The Court-of-Honour ofGuide Company
of.....met at Guide Room at
.....on.....
and RESOLVED to recommend the Guide/s
..... for

S.NO.	NAME	RANK	PATROL	SIGNATURE

OBSERVER GC

CHAIRMAN PL

1. District Commissioner (Guide) would grant permission, get proper permission letter.
2. Obtain permission from your parents and keep in a file with HM/GLs notice.
3. Assemble the Hikers and encourage them about the hike and check with their list of Individual Kits and add if any, missing.
4. Insist on punctuality, discipline, co-operation of patrol members and observation skills to collect the required information for presenting a Good Route Map with distribution of work among patrol members.
5. On the starting day itself be punctual in assembling, checking the Individual kit list, Patrol kit list, inviting District Officials/HM to flag-off, right in time, as per plan(Minute-to-Minute Programme) with the help of Guide Captain.



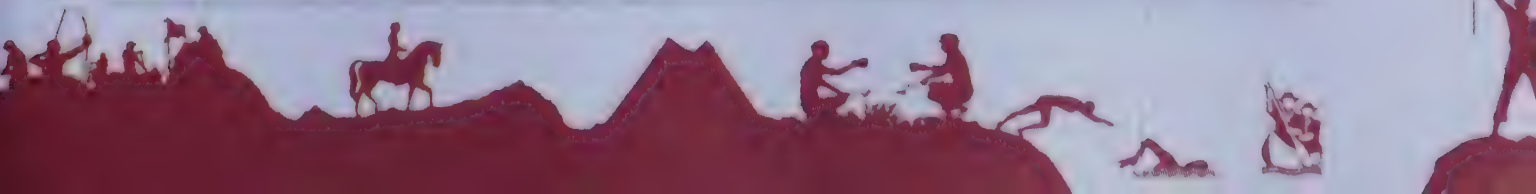
6. It is advisable for a party to move in advance to 4 or 5 spots and complete the jobs then and there by means of two-wheelers preferably a good one already checked by filling the petrol tank, air-filled and ready to function well.
7. Guide Captain confirms the arrival of the cook at the destination with all the required vessels and vegetables and groceries in time to start cooking work.
8. GC would reach the destination first and check the arrangement to receive the hike party safely.
9. After the arrival of Guides, Guide Captain will allot the place of their stay and instruct all to keep their luggages arranged neatly and go for 10 minutes break for refreshing.
10. Assemble, start activities as per plan. You can have Patrol activities or you can practice for your badge work. You can have some sessions organized by Guide Captain, already planned.
11. Have your lunch and take some rest. You can have wood craft games, you can collect flowers, leaves, twigs etc.
12. By evening you can have a stroll by patrols, nature observation. By sunset, return to the camp and prepare for the camp fire.
13. Have enjoyable time during camp fire.
14. If needed prepare for night patrolling in turns, consulting with your Guide Captain.
15. Next morning have B.P.'s exercise to keep you smart.
16. According to your plan, prepare your return journey after breakfast. Please check the area you have used to be cleaner now than you have found it.
17. Return safely to your place, thank everybody, prepare hike report to be submitted.



GARDENING

Dear Guides, for learning about gardening i.e. Kitchen Garden, Hanging Garden or Roof Garden, it is suggested to learn from local Gardener who is working in houses or local park. You may also visit local nurseries where you can learn on these topics and do the practical.

1. Please collect the details from your Guide Captain and start working for 6 months on Kitchen Garden/ Roof Garden/ Hanging Garden.
2. You have to prepare a Log Book from the beginning, day 1 of the Gardening work started.
3. Court-of-Honour Resolution to be passed for the completion of work of Gardening by you.



MAPPING

DWITIYA SOPAN :

- (a) Find the Bearing of various objects
- (b) Follow a trail using compass bearing and distances
- (c) Scale, Direction, Conventional Signs, Contours and Grid Reference
- (d) Use of tourist map

TRITIYA SOPAN:

Access of a GPS Map and use it to follow a given route or
 Draw Triangulation Method or
 Plane Table Method or
 Road Traverse Method 4 kms or
 Gilwell Sketch

Plane Table or Triangulation or Road Traverse

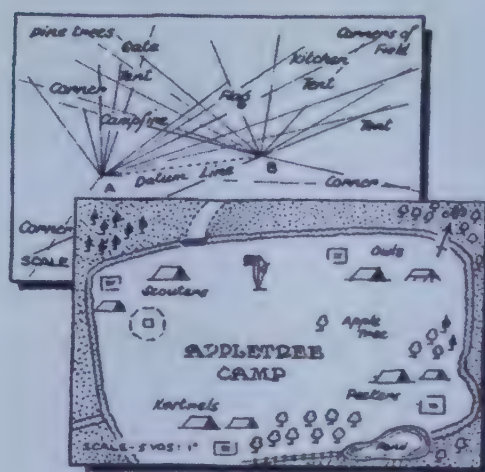
PLANE TABLE METHOD

Plane Table Mapping



Plumbbobs suspended from sides of drawing board. These are aligned with vertical lines on sides of tea-chest.

TRIANGULATION METHOD



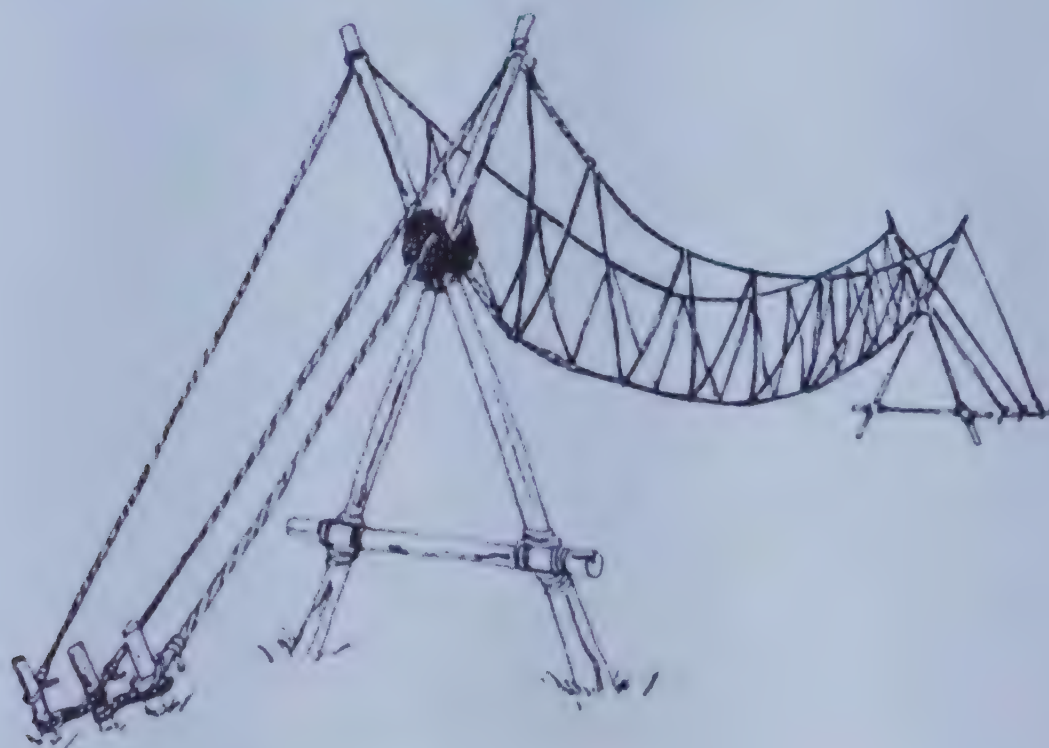
Dear Guides, go through the syllabus of Dwitiya and tritiya Sopan. Refer Mapping book published by National Headquarter.

CAMP CRAFT

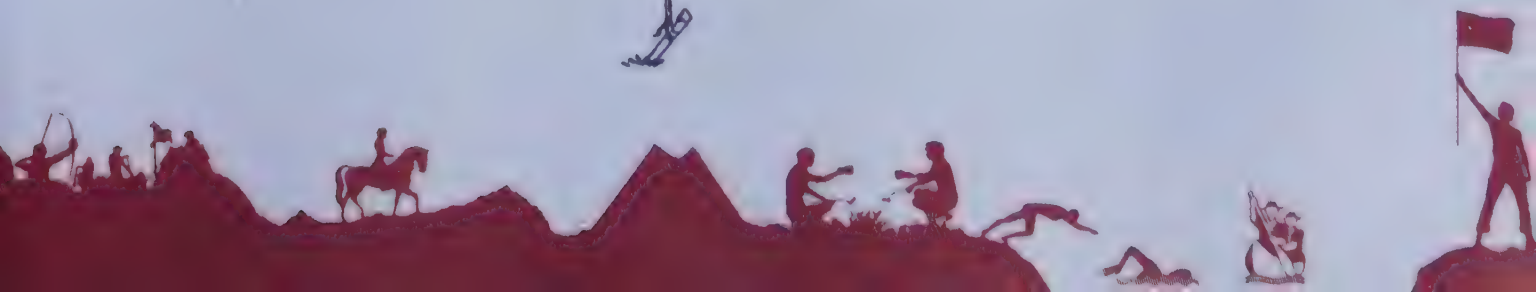
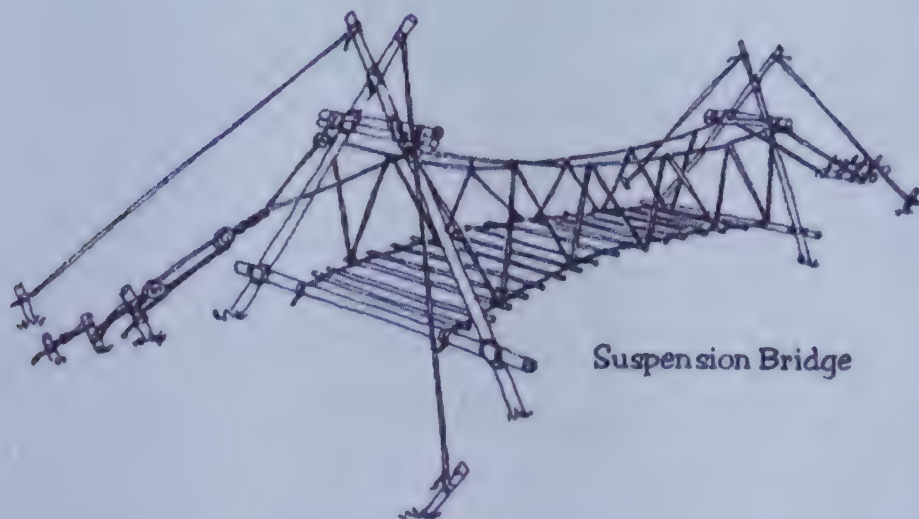
- A). Be able to pitch, strike and pack a Single/Double fly tent.
- B) Splicing - Eye / Back / Short – anyone not done earlier.
- C) Make a Patrol Pioneering Project

PATROL PIONEERING PROJECT:

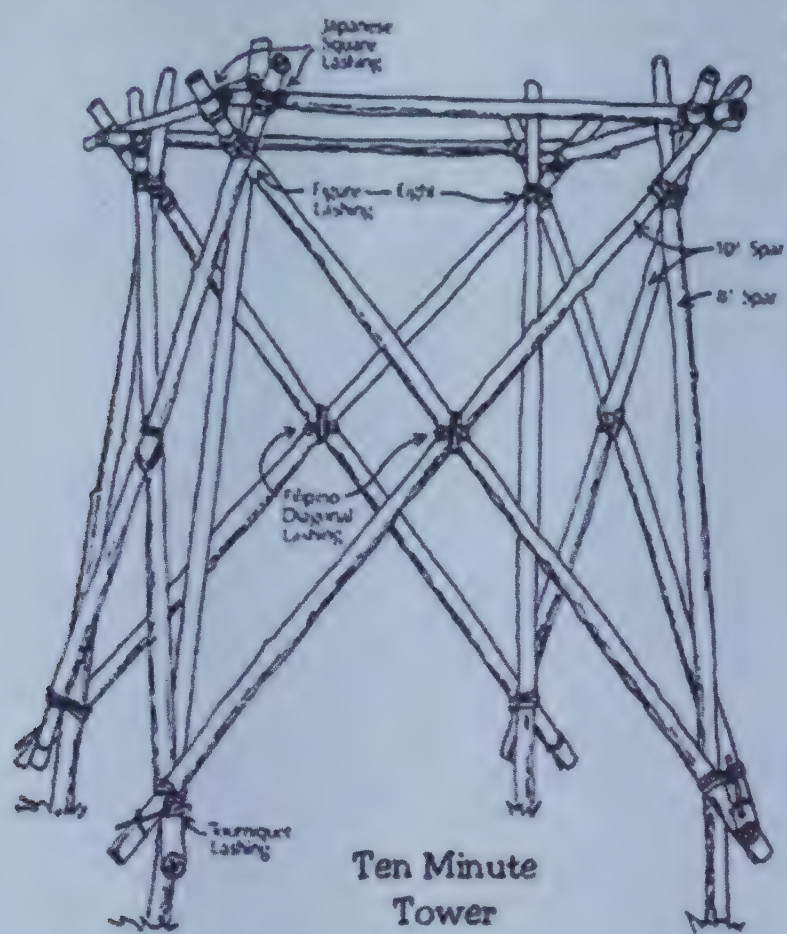
MONKEY BRIDGE:



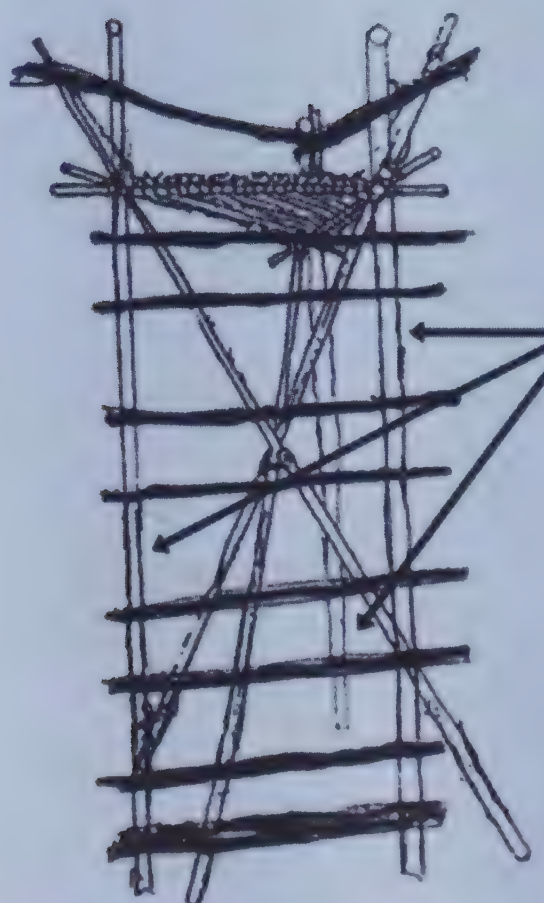
SUSPENSION BRIDGE:



TEN MINUTE TOWER:



FOX TOWER:

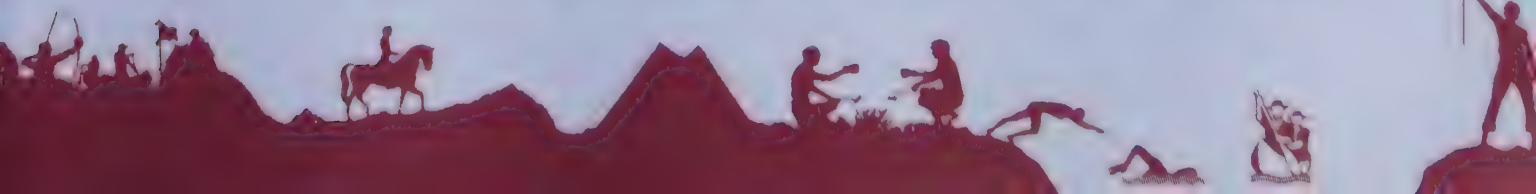


TENT, FLAG, GADGETS

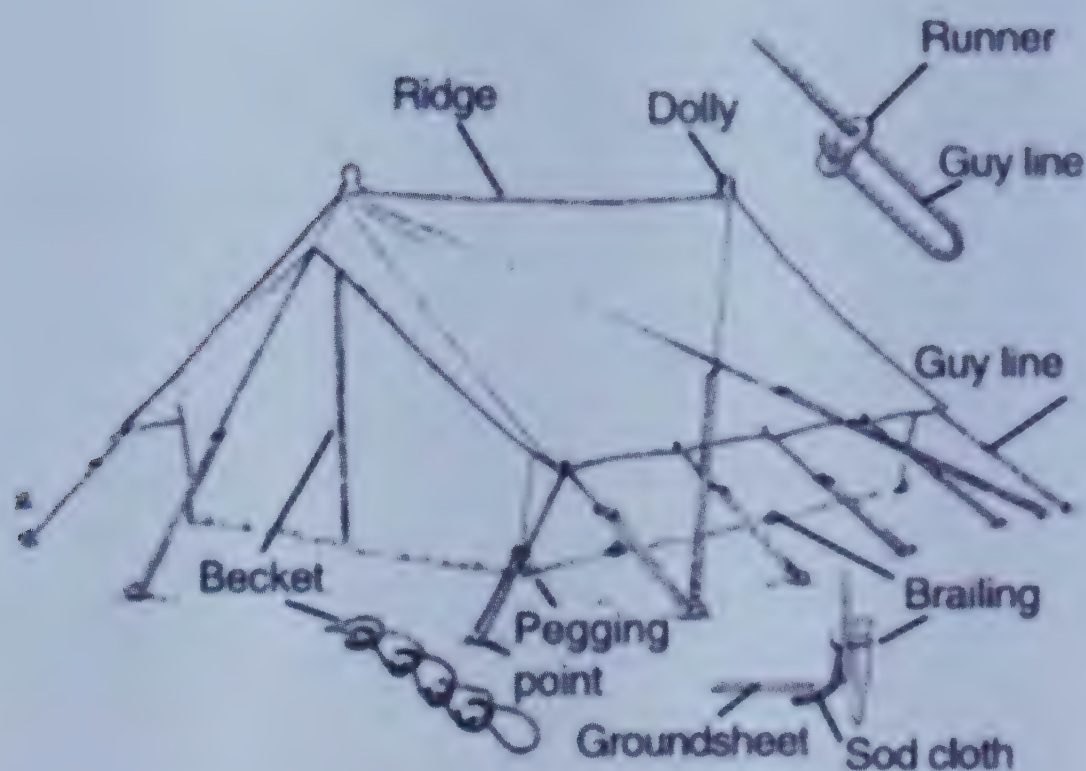
- Stepwise work to be done by a Patrol of Guides are briefed hereunder for scoring high in the RajyaPuraskar Testing Camps:

- **TENT:**

- a. 6 Ft Staves 3 – 2 Square Lashings – 2 Guides; After finishing take 6 Metres 2 Ropes – prepare clove hitch at the middle and put on one at front upright pole above square lashing and the other at back upright pole, as guyline to attach at 4 corners.
- b. Join 2 blankets width side stitching (Not length side) with needle and thread – 2 Guides. After finishing take a marking rope, measure the width of blankets and put 3 overhand knots to the measured size. 4 temporary pegs are to be pitched in a straight line, each to the width size. Phase 1 = Place No.1 knot to No.1 peg and No.3 knot to No.2 peg, pulling No.2 knot to make a triangle at the left side, now pitch a permanent peg No.1 at 45 degree angle facing opposite to No.2 peg. Now No.1 knot and No.3 knot not to be moved, take No.2 knot to the right side and make triangle and pitch the No.2 permanent Peg at 45 degree angle facing the same temporary Peg No.2. Phase 2 = Same left and right side triangles between temporary pegs No.4 and 3.
- c. Put the stitched blankets on ridge pole and pull down the walls to touch the floor besides the upright poles, the ground touching 4 points to be marked in the blanket sides, 2 each side and keep stone inside to attach 1 ½ metre ropes with clove hitch.
- d. Place the front upright pole on temporary peg No.2 and back upright pole on temporary peg No.3, now attach 4 guylines with the permanent



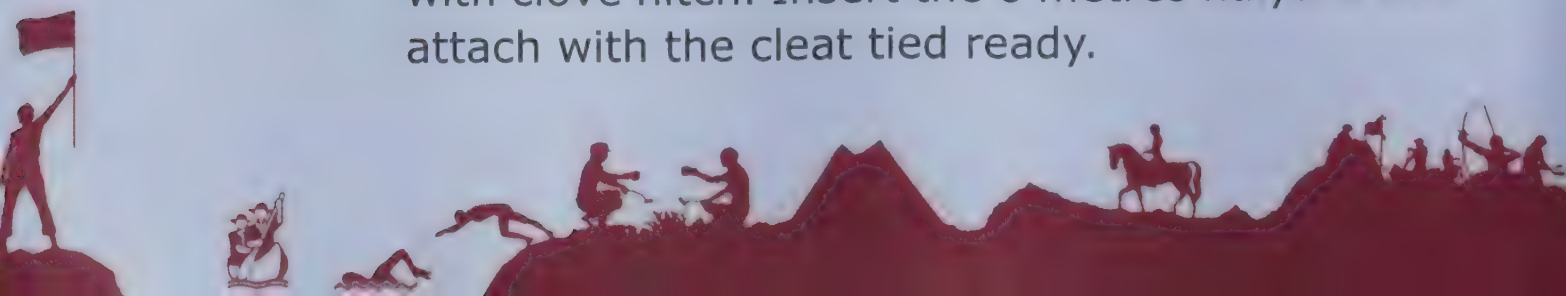
pegs 1 to 4 with round turn and 2 half hitches. Now check the skeletal stands straight line to the Flag mast pole. Then put the blanket on ridge and see that the stitch fold line attached with the ridge line, and pull the 4 side guylines encircling the 4 permanent pegs, till the tent gets exact square shape, then attach with round turn and 2 half hitches.



back upright pole, as guyline to attach at 4 corners

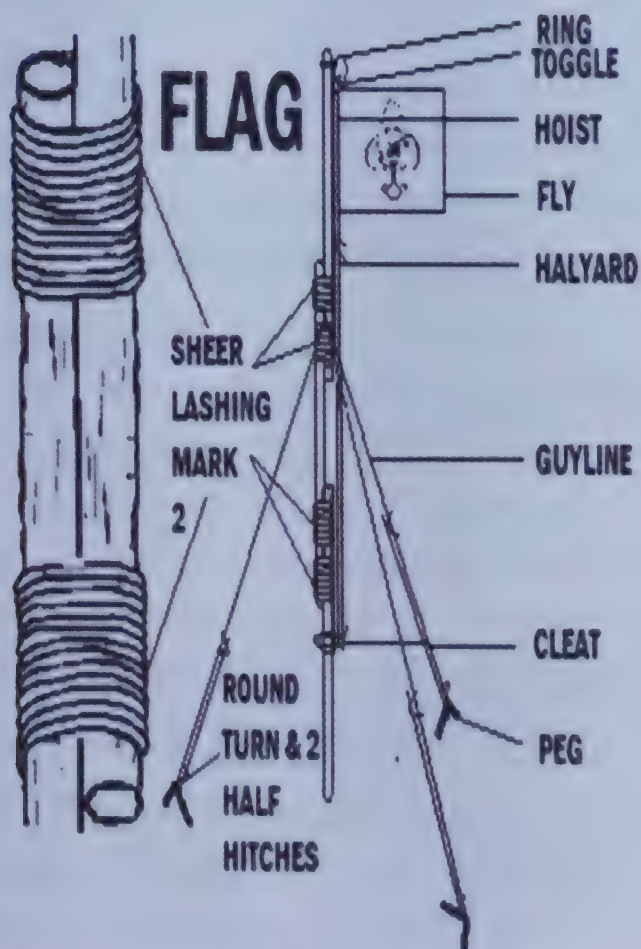
➤ **FLAG:**

- a. 6 Ft staves 4 – 4 sheer lashing mark 2 – 4 Guides; After finishing take the middle of 7 metres guyline and put clove hitch above the 3rd sheer lashing mark 2 to get 2 front open guylines; Take 3 ½ metres guyline and put one more clove hitch above the 3rd sheer lashing mark 2 as back guyline. Attach a ring at the top of the flag pole with twine thread – start with clove hitch, wrap 6 to 8 turns with 2 to 3 frappings tight, end with clove hitch. Insert the 6 metres halyard and attach with the cleat tied ready.



- b. Pitch a temporary peg in straight line with the tent upright poles, outside the gateway; Mark a circle with the marking rope; Pitch a permanent peg in 45 degree angle facing opposite to the flag pole on the circle in between the flag pole and straight line of tent upright poles; Pitch a temporary peg on the other side of the circle, straight line to the flag pole and flag permanent peg. Now with the marking rope, bisect 2 arcs on the circle left and right side and fix 2 permanent pegs in 45 degree angle facing opposite to the flag pole.
- c. One Guide places the Flag Pole at the centre of the circle, 3 Guides take the guylines and attach to the permanent pegs with round turn and two half hitches; Check the straight line upright to the tent upright poles line. Attach the BSG Flag, correctly folded and keep ready on Top with the Toggle.

FLAG MAST:

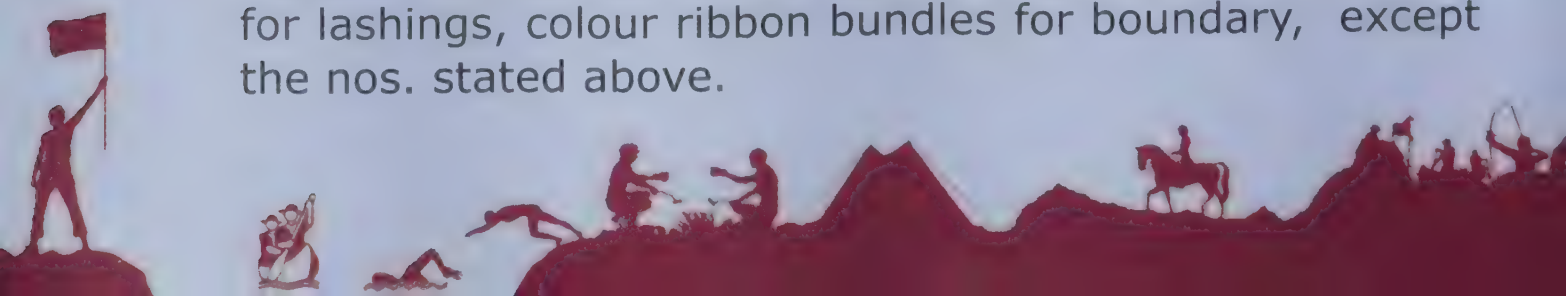




TENT LAYOUT & GADGETS:

1. MULTI-PURPOSE RACKS
(Staves, Ropes)
2. CANDLE STAND
3. LANTERN STAND
4. MIRROR STAND
5. NOTICE BOARD STAND
6. MUD-SCRAPPER
7. SHOES RACK
8. BAGS RACK
9. NOTE BOOK STAND
10. FIRST AID BOX (Tripod – 3 Staves, 3Mtr Rope 1)
11. WATER STAND (Tripod – 3 Staves, 3Mtr Rope 1)
12. TUMBLER STAND
13. PLATE STAND
14. PEN ROW
15. STAVE STAND (Staves, Ropes)
16. CLOTH LINE
17. GROCERIES RACK (Staves, Ropes)
18. VEGETABLES RACK
(Staves, Ropes)
19. VESSELS RACK (Staves, Ropes)
20. WET PIT
21. DRY PIT
22. TRENCH FIRE
23. FIREWOOD

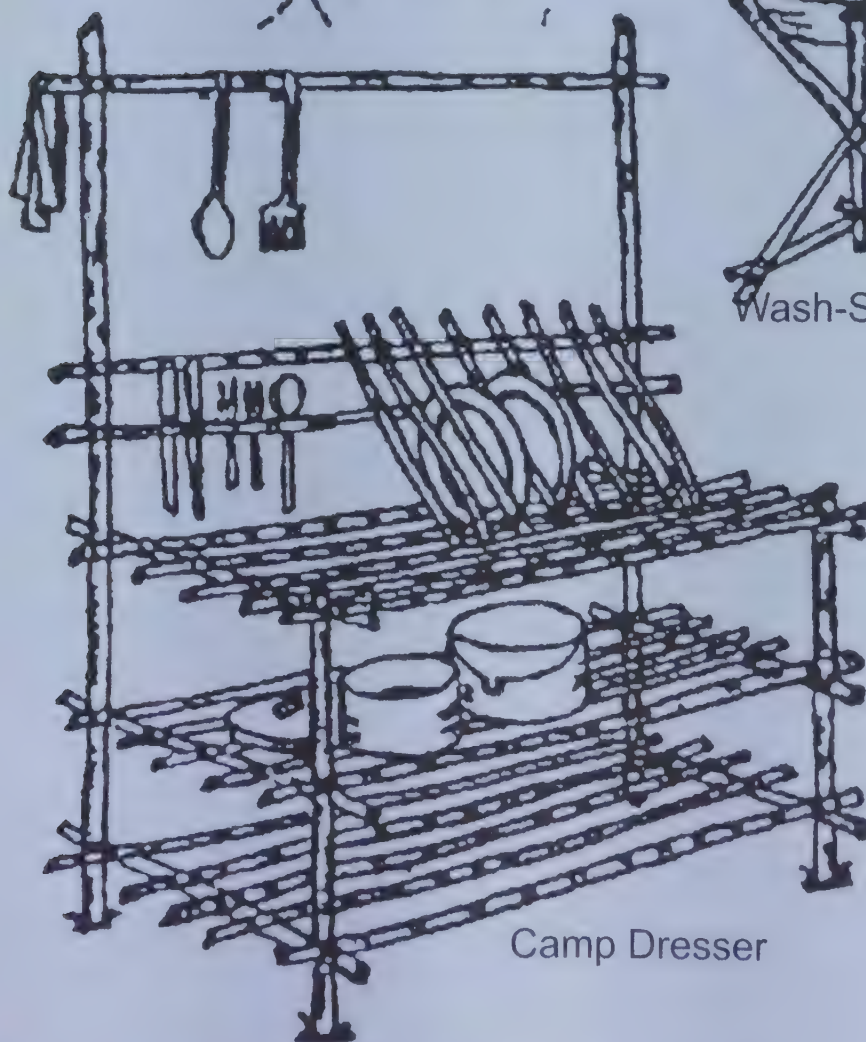
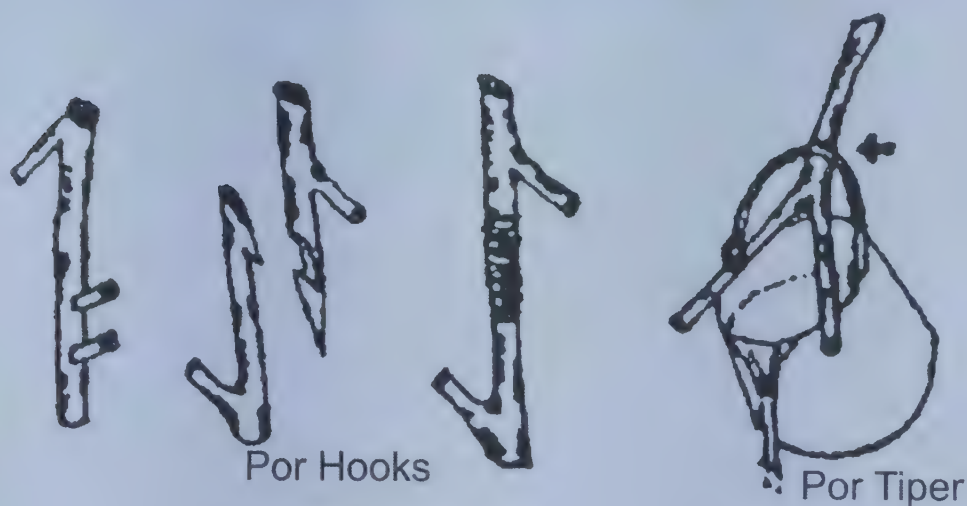
GADGETS: All the Gadgets are made with fire wood sticks / cloth bale sticks of 3 ft height, 4 ft jute threads (thick) for lashings, colour ribbon bundles for boundary, except the nos. stated above.

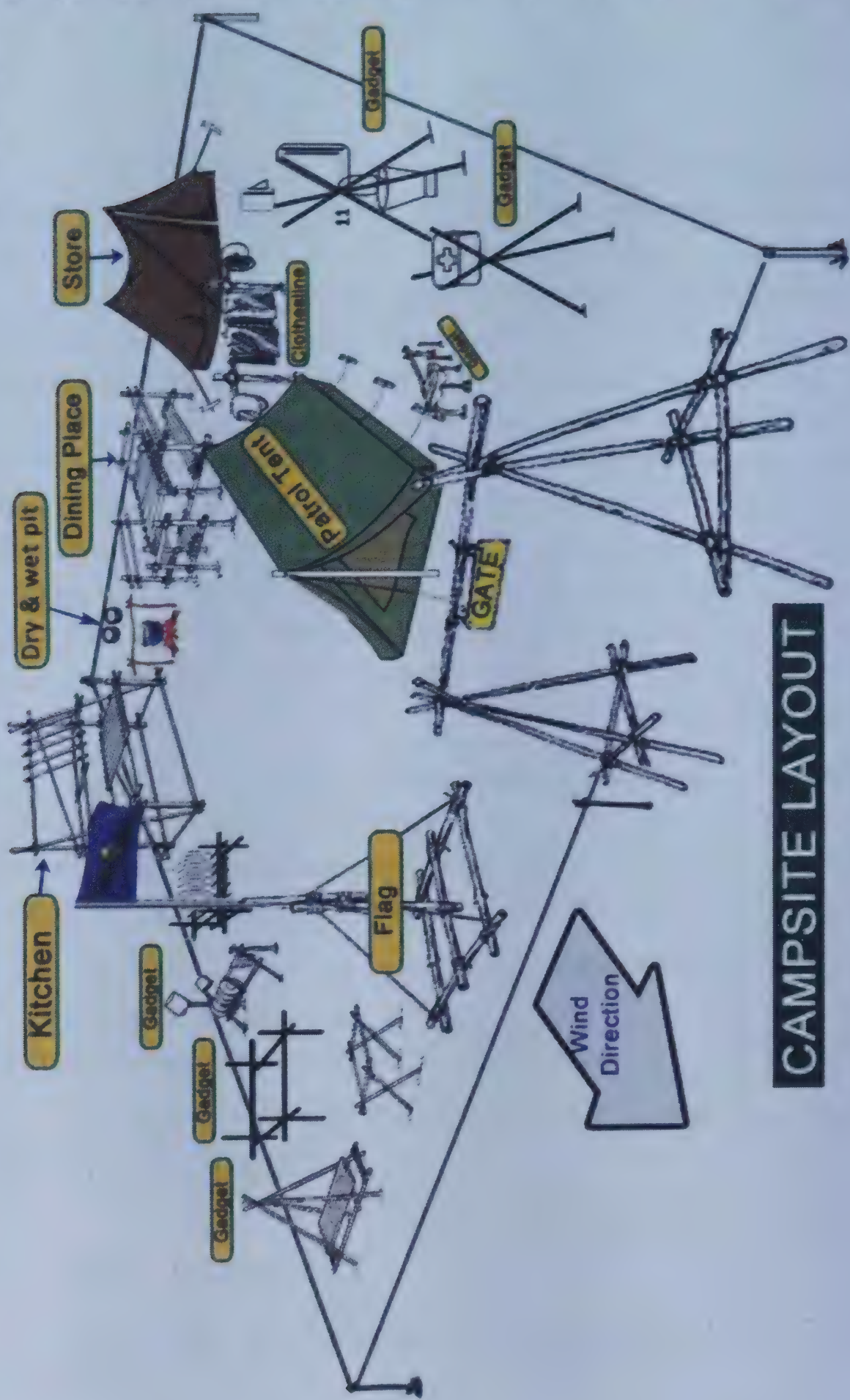


THE ABOVE GADGETS ARE ALLOTTED TO 2 GUIDES, WHO ARE PROFICIENT WITH THE GRADES GIVEN AGAINST THE SET:

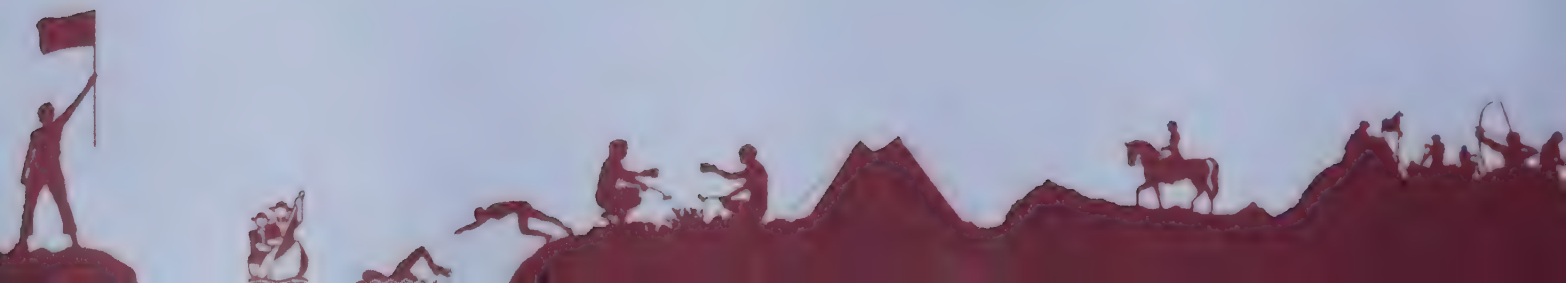
NO. 2,3,4,5,6,14,12,22,23	-	GRADE "D"
NO. 7,8,9	-	GRADE "A"
NO. 13,15,16	-	GRADE "C"
NO. 10,11,20,21	-	GRADE "B"

Some Kitchen Gadgets

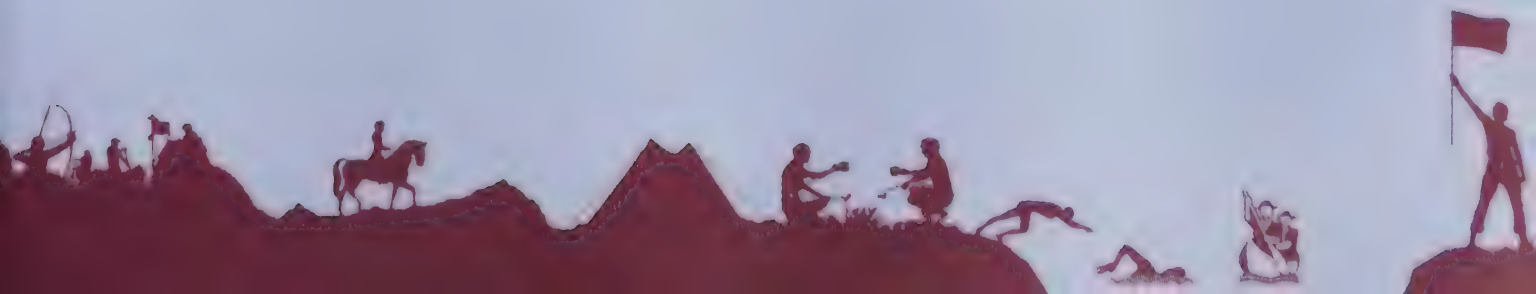
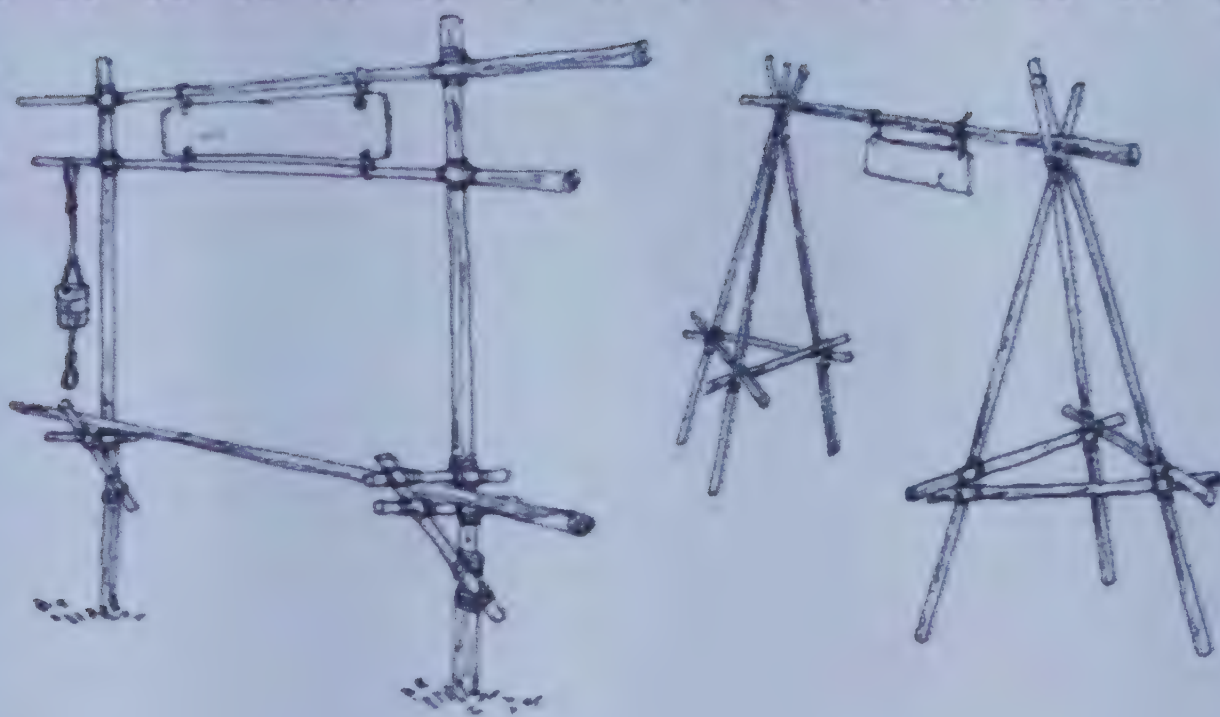


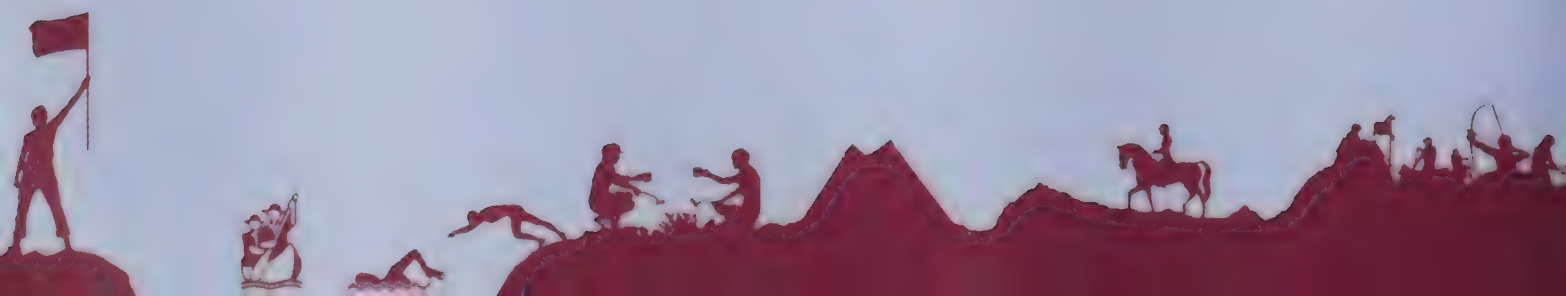
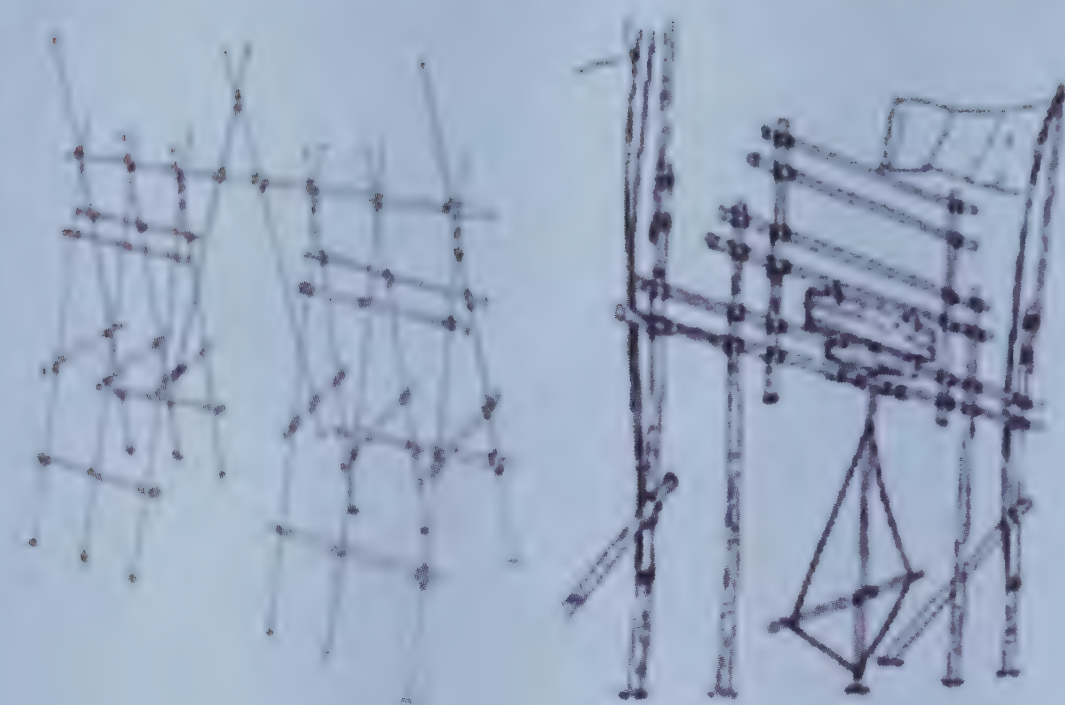


CAMPSITE LAYOUT



GATE WAY:

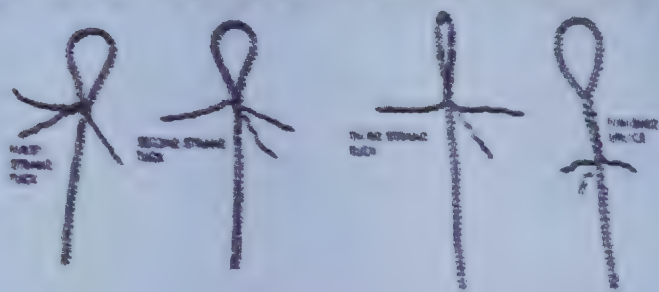




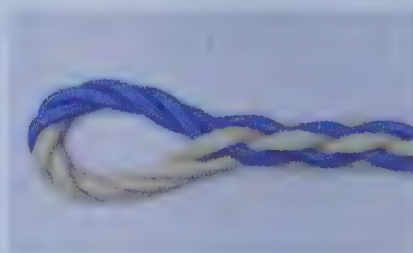
Splicing-Eye/Back/Short- anyone not done earlier

Eye Splice

The eye splice is slightly more complicated than the other splicing methods however the plaiting method is the same. Normally it is necessary to have an awl or pointed dowel to enable the lay of the rope to be opened. This



is done by twisting the rope, pushing the dowel between the lay to create a hole so that the plaiting strand can be passed through the lay of the rope.



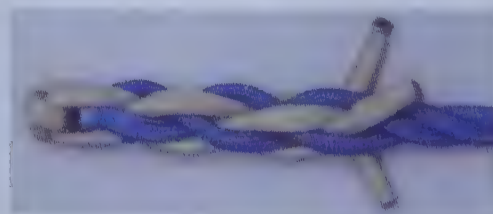
Unravel the end of the rope by about 120mm. Turn the rope to create the loop. Observe the lay of the rope. It will have 3 strands and it is necessary to place a strand under each lay of the rope. Be careful not to get your strands crossed - under the same lay - otherwise the splice will not plait correctly. When the strands have been placed equally under the 'lays' plait the rope as in the back splice - skip one lay and under the next. Tidy up the ends by burning when finished

Back splice

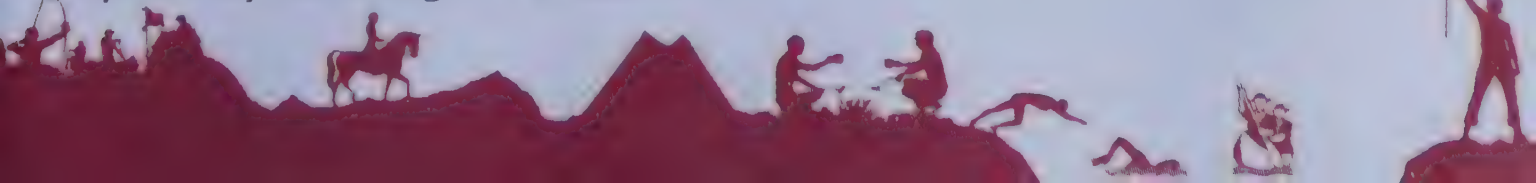


A back splice is used to prevent a rope from fraying. It is created by unravelling about 120 mm of the rope end. The first step is to make a Crown Knot. Then taking each strand

in turn plait it back into the rope. This is done by skipping one lay of the rope and passing the strand under the next. Move to the next strand and repeat this process until all the strands are plaited back into the rope.



Place the splice on the ground and roll it under your foot to work in the plait. Tidy up the frayed ends of the splice by burning off ends.

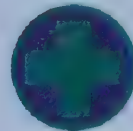


Earn any three of the Proficiency Badges not earned earlier from among the given below

(A) Community Singing



(B) Child Nurse



(C) Community Worker



(D) Ecologist



(E) Public Health



(F) Rescuer



(G) Rural Worker



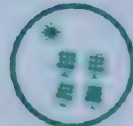
(H) Safety Knowledge



(I) Sanitation Promoter



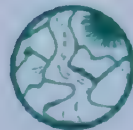
(J) Solar Energy Awareness



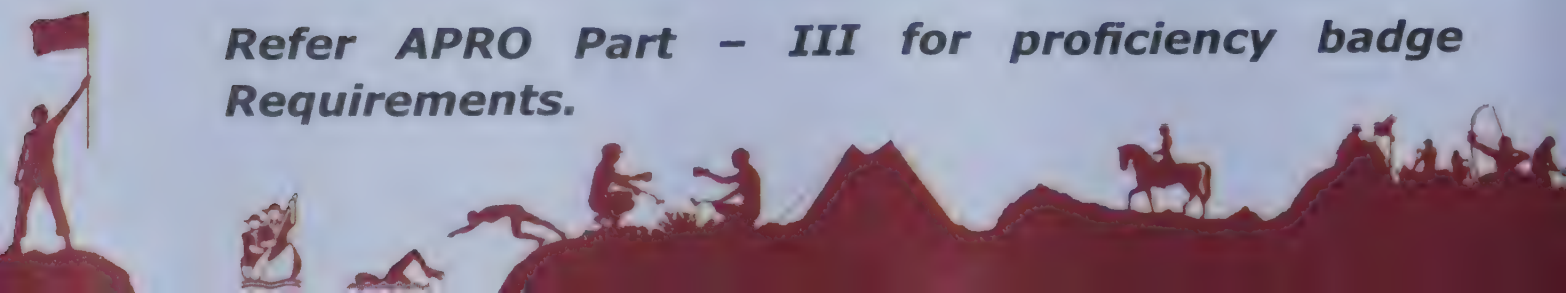
(K) Literacy



(L) Soil Conservator



Refer APRO Part – III for proficiency badge Requirements.

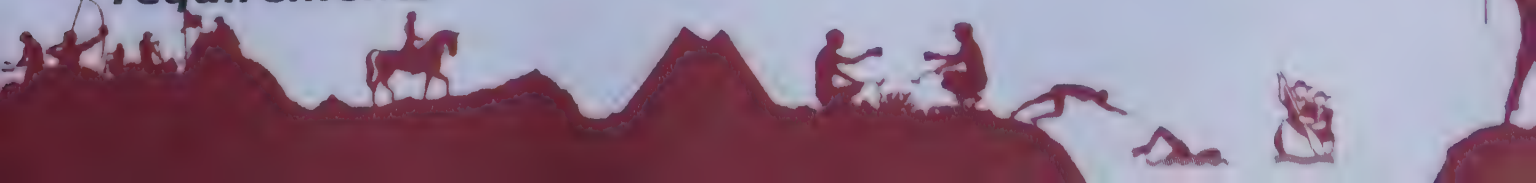


Earn any two of the Proficiency Badges not earned earlier out of the following

- (a) Beautician
- (b) Camper
- (c) Cancer Awareness
- (d) Dairymaid
- (e) Dancer
- (f) Electronics
- (g) Farmer
- (h) Free Being Me
- (i) Health
- (g) Naturalist
- (h) Nutrition Educator
- (i) Pioneer
- (j) Signaller
- (k) Star Gazer
- (l) Tracker
- (m) Writer



Refer APRO Part – III for proficiency badge requirements.

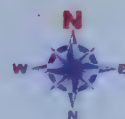


BSG website and your Region



The Bharat Scouts and Guides

National Headquarters - Regional Map



Details of the states in the BSG Regions

NORTHERN REGION

- | | | |
|------------------------------|---------------------|---------------------------------|
| 1. CHANDIGARH - U.T. | 2. DELHI | 3. HARYANA |
| 4. HIMACHAL PRADESH | 5. JAMMU & KASHMIR | 6. KENDRIYA VIDYALAYA SANGATHAN |
| 7. NAVODAYA VIDYALAYA SAMITI | 8. NORTHERN RAILWAY | 9. NORTH CENTRAL RAILWAY |
| 10. NORTH EASTERN RAILWAY | 11. PUNJAB | 12. UTTARAKHAND |
| 13. UTTAR PRADESH | | |

NORTH EAST REGION

- | | | |
|---------------------------|------------|-------------|
| 1. ARUNACHAL PRADESH | 2. ASSAM | 3. MANIPUR |
| 4. MEGHALAYA | 5. MIZORAM | 6. NAGALAND |
| 7. NORTH FRONTIER RAILWAY | 8. SIKKIM | 9. TRIPURA |

EASTERN REGION

- | | | |
|--------------------------|--------------------|-------------------------|
| 1. BIHAR | 2. EASTERN RAILWAY | 3. EAST CENTRAL RAILWAY |
| 4. EAST COAST RAILWAY | 5. JHARKHAND | 6. ODISHA |
| 7. SOUTH EASTERN RAILWAY | 8. WEST BENGAL | |

WESTERN REGION

- | | | |
|--------------------|--------------------------|----------------|
| 1. CENTRAL RAILWAY | 2. DADELA & NAGAR HAVELI | 3. DAMAN & DIU |
| 3. GOA | 4. GUJARAT | 5. MAHARASHTRA |
| 7. WESTERN RAILWAY | | |

SOUTHERN REGION

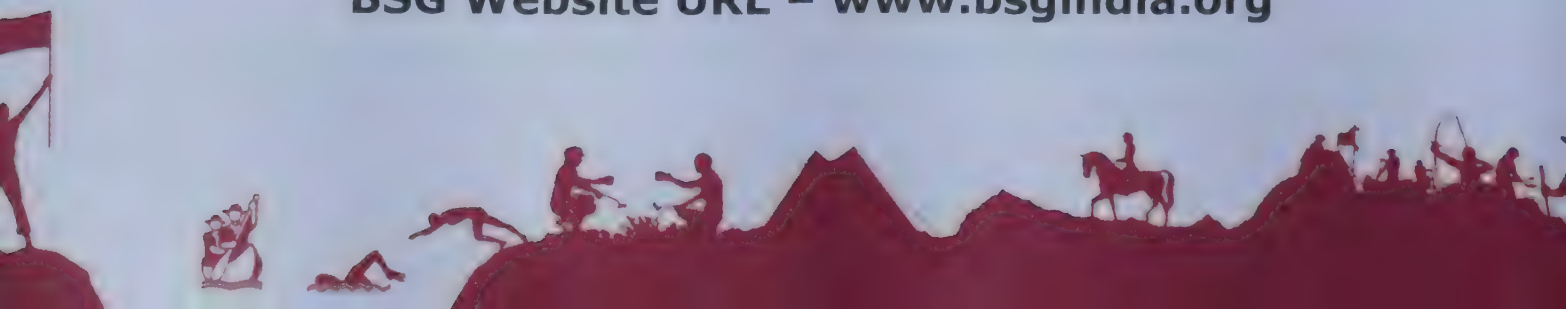
- | | | |
|------------------------------|-----------------------|---------------------|
| 1. ANDAMAN & NICOBAR ISLANDS | 2. ANDHRA PRADESH | 3. KARNATAKA |
| 4. KERALA | 5. PUDUCHERRY | 6. SOUTHERN RAILWAY |
| 7. SOUTH CENTRAL RAILWAY | 8. SOUTH WEST RAILWAY | 9. TAMILNADU |
| 10. TELANGANA | | |

CENTRAL REGION

- | | | |
|-----------------|-------------------------------|--------------------------|
| 1. CHHATTISGARH | 2. MADHYA PRADESH | 3. NORTH WESTERN RAILWAY |
| 4. RAJASTHAN | 5. SOUTH EAST CENTRAL RAILWAY | 6. WEST CENTRAL RAILWAY |



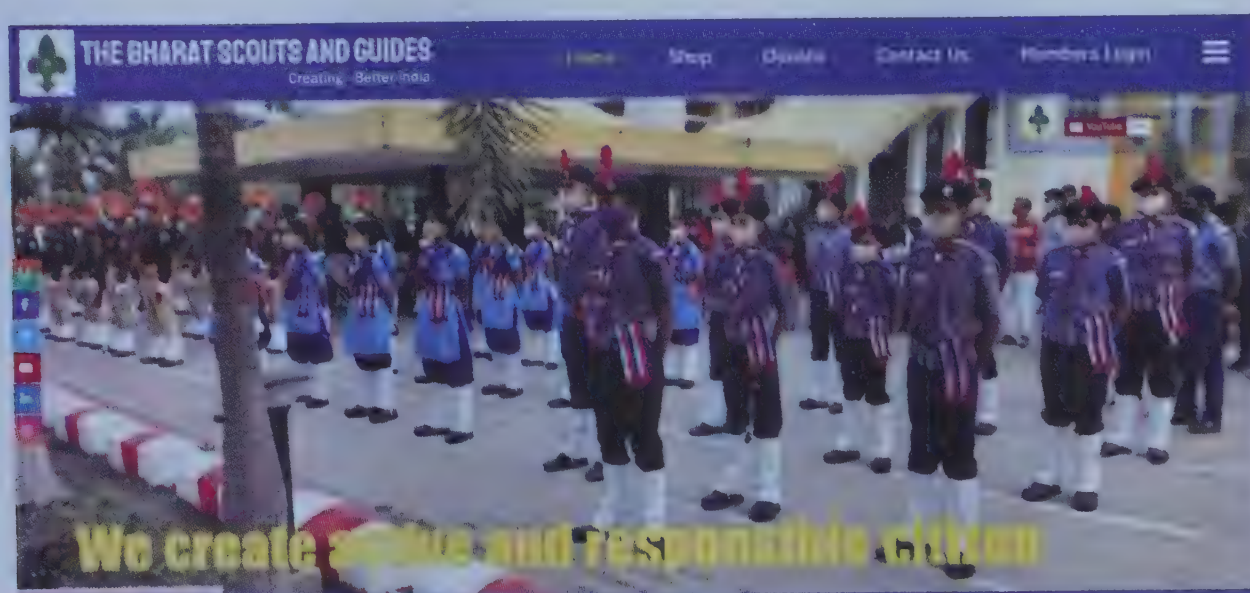
BSG Website URL – www.bsgindia.org



If you login to above website, you will be able to get details about the Bharat Scouts and Guides. Your Guide Captain will explain to you how to log in and get interaction of the latest circulation. After you get the details, please discuss with her the information you got. Also get information of the 06 Regions of BSG.

The location of each Region, States under each Region, Person in Charge of each Region, all these details can be noticed.

You must know to which region you belong.



RAJYA PURASKAR

When you complete all tests and formalities it will be informed in Patrol in Council and in Court of Honor. Your name will be added in the list of guides appearing for RAJYA PURASKAR. When testing camps organised, you have to appear with all records and materials.

The Uniform (as per APRO III) and Pravesh to Rajya Puraskar practical and theory will be tested by the Examiners and if recommended, you will be awarded with the Badge and Certificate in the special ceremony.

Now you are eligible to work for Rashtrapati Guide Best of Luck.

Dear Guide,

Now you are ready to start the work for Pratham Sopan.

Congratulations



RASHTRAPATI GUIDE



Rashtrapati Guide Certificate:

- (i) The President of the Indian Union has been graciously pleased to authorize issue of a Special Certificate to a Guide who earns the Rashtrapati Guide Certificate after serving as a Rajya Puraskar Guide for at least twelve months.
- (ii) Guide Captain who is Advanced Trained shall inform the National Headquarters through proper channel on the prescribed Registration Form available from the State Headquarters/BSG Website that Rajya Puraskar Guide has completed the requirements for Rashtrapati Guide Certificate. The Guide shall record her attainments for Rashtrapati Guide Certificate on the said form and submit the same to the Regional Headquarters through proper channel. In the absence of Guide Captain, the Assistant Guide Captain who is Advanced Trained is competent to make recommendations. At the time of Rashtrapati Guide Testing Camp a Guide should produce her individual progress card along with photo and ID proof in original.

- (iii) Rashtrapati Guide Certificates are presented at a formal ceremony by the President of India on the request of the Chief National Commissioner.
- (iv) Rashtrapati Guide Badge shall be worn on the left sleeve below the Ambulance Badge and above the Membership Badge surrounded by Proficiency Badges of Rashtrapati Guide.
- (v) Rajya Puraskar Guide, who has already fulfilled all required conditions, will have to be tested at State Level and certified by the State Organising Commissioner (G) concerned before being sent for Rashtrapati Guide Testing Camp organised by the National Association under the supervision of the concerned Assistant Director/Deputy Director.

NB: For Details refer APRO Part III and guideline issued by NHQ time to time.

REQUIREMENTS FOR RASHTRAPATI GUIDE CERTIFICATE :

- (i) Hold the Rajya Puraskar and be able to maintain the standard.
- (ii) Camping :
 - a) Camp with her Company / Patrol for three consecutive nights in the open.(Gatherings like Jamborees, Rallies etc are not to be counted.)
 - b) Be able to improvise either a shelter or a hut or a machan with available natural material for two persons to sleep in.
- (iii) (a) Hold the Disaster Management Badge.
(b) Re-pass Ambulance Badge.
- (iv) Qualify for **any two** of the following Proficiency Badges not earned earlier:
 - a. AIDS Awareness
 - b. Handywoman
 - c. Beautician
 - d. Pathfinder
 - e. Sea Fisherwoman

- f. Hiker
 - g. World Conservation
 - h. Interpreter
 - i. Farmer
 - j. Free Being Me
 - k. Solar Energy Awareness,
 - l. Event Manager,
 - md. Self Defence.
- (v) Participate in a sustained Community Development Project at least two hours in a week for six months on any two of the following subjects:
- A Promote gender equality and empower women**
 - B Reduce child mortality**
 - C Improve maternal health**
 - D Combat HIV/AIDS, Malaria and other diseases**
 - E Ensure environmental sustainability.**
- (vi) Under the guidance of the Guide Captain, teach games for younger children for fifteen days.

OR

Show the knowledge of Interior Decoration and Fancy Cooking.

- (vii) Have knowledge and prepare a log book on the Five World Centres of WAGGGS.
- (viii) Serve as Rajya Puraskar Guide at least for 12 months.

Note :

- (i) Rashtrapati Guide Certificate is awarded by the President of India.
- (ii) Rashtrapati Guide Certificate can be withdrawn under compelling circumstances by the Chief National Commissioner.

Hold the Rajya Puraskar Guide Award and be able to maintain the standard.

You are a qualified Rajya Puraskar Guide. You must ensure that you had attended Rajya Puraskar Testing Camp at State level and you had been recommended for the Rajya Puraskar.

CAMPING

a) Camp with her Unit/Patrol for three consecutive nights in the open.

Any Guide who is preparing for the Rashtrapati Guide Award must attend a camp of four days and three nights. The camp must be either of your Unit or Patrol Camp only. No other camp organized by any other unit or Local Assn. or State or National will be considered.

Your Guide Captain will arrange for the camp with Patrol/Unit for the said period. The necessary permission from the authorities be obtained. Materials



needed for the camp, food and health arrangements be taken care. The program for the said period may be prepared by you with other Patrol Leaders and checked by you and changes if needed may be made by the Guide Captain. Safety precautions must also be taken care of. The suggested programme for Guide Patrol Camp depends on the stages to be covered for progressive training.

Your Guide Captain will help you to prepare a camp report of the camp mentioning what you have done.



Daily Routine with the name of the members must be there in the report. The report should contain details of the activities of the camp from the first day to last day.

For more knowledge about Camping, please read the book *Camping and Hiking* published by the Bharat Scouts and Guides.

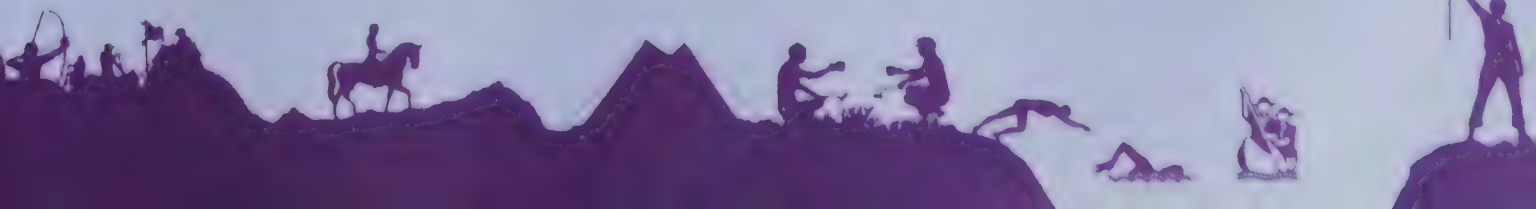
b) Be able to improvise either a shelter or a hut or a machan with available natural material for two persons to sleep in

With the help of another Guide, you should prepare an improvised shelter or a hut or a Machan with the available natural material. The following are the best suggestions:

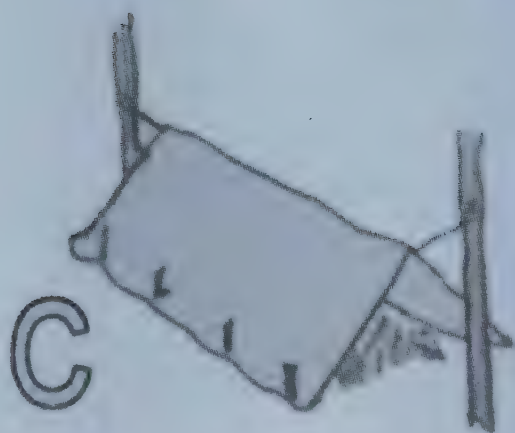
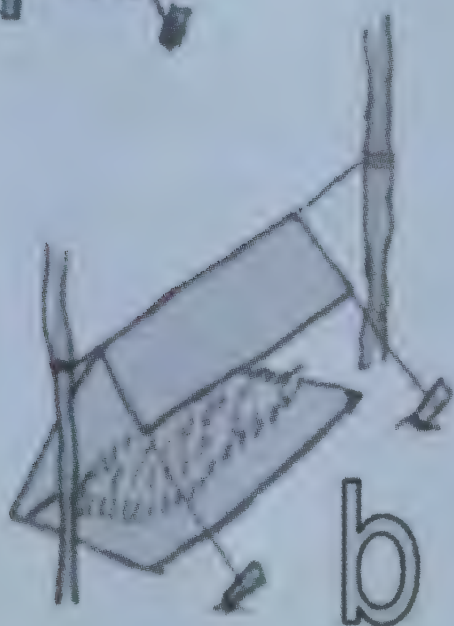
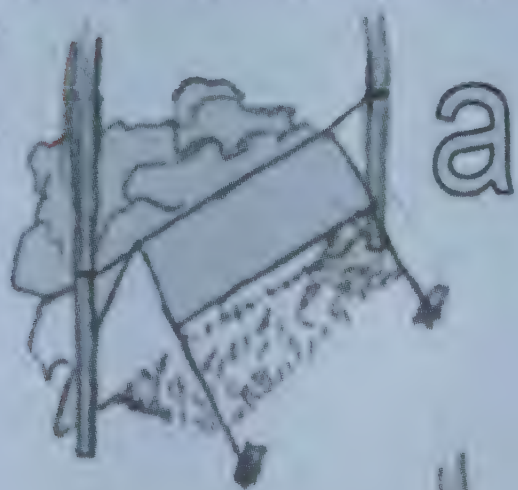
- i. **Improved Tent** using bed sheet or any other suitable material.
- ii. **Tree Top (Machan)** using bamboos or available tree
- iii. **Grass House:** using grass and bamboos
- iv. **Leaves house-** using trees leaves and strands
- v. **Staves house-** Using staves/bamboos covered with mud/dung waste roof
- vi. **Polythene house:** using staves covered with Polythene



The tent can be in Pyramid or V Shape or Round Shape but with space for at least two persons be able to sleep in. You should use appropriate knottings or lashings as you had already got trained in the topic.



IMPROVISED TENTS AND MACHAN





HOLD THE DISASTER MANAGEMENT BADGE

You must complete this Proficiency Badge and show your efficiency as this badge is very important not only for you but even for the entire society. The details for this badge is given in APRO III. Please get trained and when you are ready, the testing will be arranged with the Badge Examiner of your District. Please refer website where this badge details are available. After completion of the requirements, your Guide Captain will arrange for the testing by the Independent Examiner appointed by the District Badge Committee and help you get the certificate and award of the Badge.

Re-pass Ambulance (For Guides):

All the Guides should ensure their efficiency in Ambulance Badge. Ensure that you should re-pass and get signals test card signed. The best way is to get an opportunity to serve at the First Aid Booth or in hospital Emergency Centre so that you will remember the practical ways of all the requirements. You should be tested by the Independent Examiner appointed by the District Badge Committee and get the certificate. Your Guide Captain will help you in this regard



Qualify for any two of the following Proficiency Badges not earned earlier:

- | | |
|-----------------------|---------------------------|
| a) AIDS Awareness. | h) Interpreter |
| b) Handywoman, | i) Farmer |
| c) Pathfinder | j) Free Being Me |
| d) Sea Fisher Woman | k) Solar Energy Awareness |
| e) Beautician | l) Event Manager |
| f) Hiker | m) Self Defence |
| g) World Conservation | |

You should choose the Proficiency Badges to suit your skill and interest. Two proficiency badges to be completed as per requirements given in the APRO III. The details of the badges to be written in the log book and after getting efficiency and completion of work, arrange for testing by the Independent Examiners nominated by the LA/DA and appointed by the Badge Committee and secure their signature on Progress Card, Log Book and get the Badge Certificate duly signed by the Independent Examiner and the DOC concerned. Procure the Badges and place them proudly on your Uniform.

For the log book of any proficiency badges following documents must be attached –

- a. **Approval of C. O. H.**
- b. **Name of the badge with logo. Badge Required.**
- c. **Activities and knowledge gained as per the requirements of the badge.**
- d. **Date of testing.**
- e. **Certificate from independent Badge Examiner duly countersigned by DC/DOC with official seal.**
- f. **Log book with detailed report with action photographs, if any.**



Participate in a sustained community development project at least two hours in a week for six months on any two of the following subjects:

- A Promote gender equality and empower women**
- B Reduce child mortality**
- C Improve maternal health**
- D Combat HIV/AIDS, Malaria and other diseases**
- E Ensure environmental sustainability.**

You must know what Community Development mean.

(i) COMMUNITY :

It is a social group having many of the characteristics of a society.

(ii) DEVELOPMENT:

Development is a process of growth from a state of dependence to one of autonomy. Development of people, involving them in identification of their needs and working together with others in the community to solve the problems.

(iii) COMMUNITY SERVICE:

Doing something needed for the community

Design to meet a specific need.

The task is short form

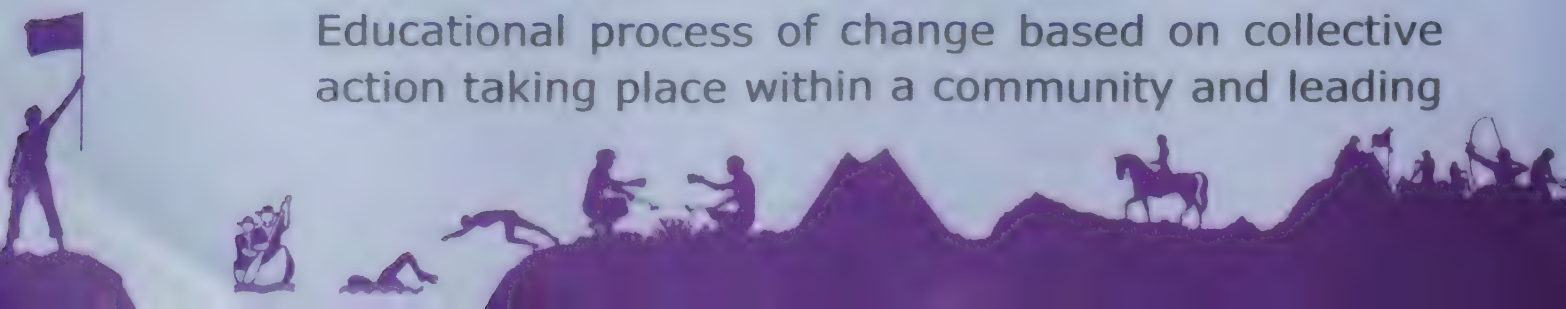
Service to others good turn

Integrated part of Guide programme

Recognized by Badge system

(iv) COMMUNITY DEVELOPMENT:

Educational process of change based on collective action taking place within a community and leading



to a better quality of life with the people. Start with small project. Community solves its own problems. Community should be made self-reliant.

"GIVE A MAN A FISH, HE WILL BE FED FOR THE DAY.

TEACH A MAN HOW TO FISH, HE WILL BE FED FOR THE REST OF HIS LIFE."

DEVELOPMENTAL EDUCATION :

This is an acquisition of ideas, skills and attitudes enabling better understanding of the problems.

- Leads to an effective participation.
- Broadens people's horizon beyond their local environment.
- Learning to live in a global society.
- Stick to law and promise.

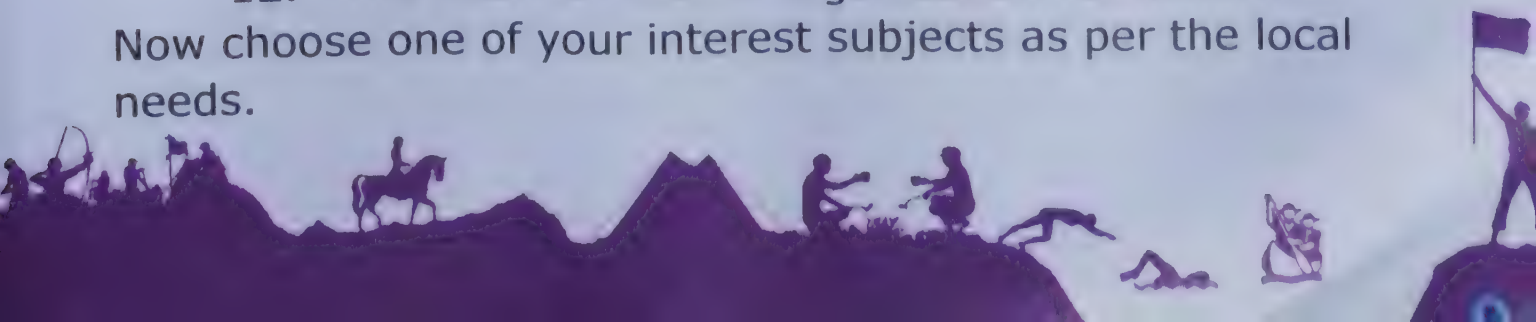
The community is directed in a proper way educating the people how to come out of their problems, finding solutions, making them self-reliant. Thus they come out to see the wider world beyond them to have a global outlook

WE ARE THE WORLD. WE ARE CHILDREN.

HOW ?

1. Start with an idea.
2. Develop the idea.
3. Identify problems.
4. Formulate objectives.
5. Data information to be collected.
6. The project is defined and planned with the involvement of the community.
7. The project is accepted for implementation
8. Resources like man power, funds are secured.
9. The project is implemented in stages.
10. On completion, the project is assessed.
11. The results are evaluated.
12. The heart of C.D. is organization for action.

Now choose one of your interest subjects as per the local needs.



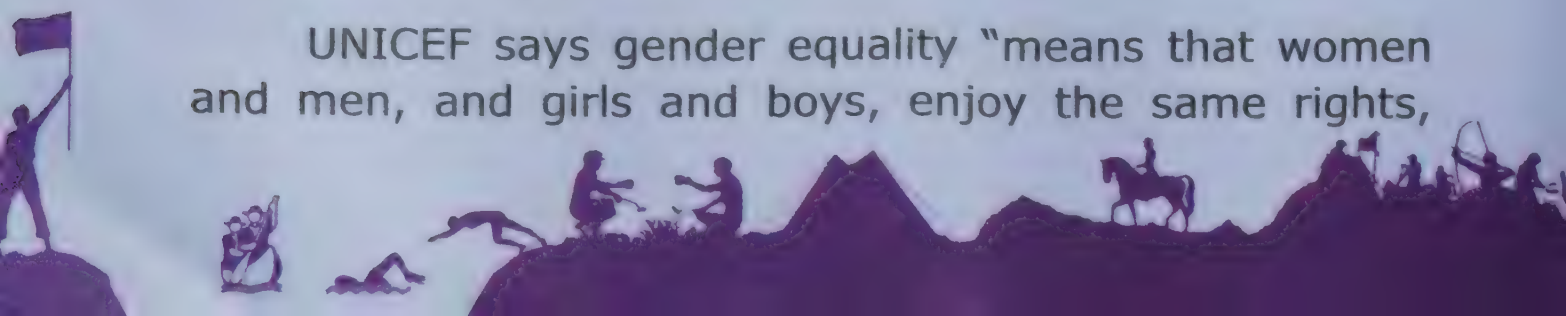
GENDER EQUALITY

Gender equality, also known as sexual equality, is the state of equal ease of access to resources and opportunities regardless of gender, including economic participation and decision-making; and the state of valuing different behaviors, aspirations and needs equally, regardless of gender.

Gender equality, equality between men and women, entails the concept that all human beings, both men and women, are free to develop their personal abilities and make choices without the limitations set by stereotypes, rigid gender roles and prejudices. Gender equality means that the different behaviour, aspirations and needs of women and men are considered, valued and favoured equally. It does not mean that women and men have to become the same, but that their rights, responsibilities and opportunities will not depend on whether they are born male or female. Gender equality means fairness of treatment for women and men, according to their respective needs. This may include equal treatment or treatment that is different but which is considered equivalent in terms of rights, benefits, obligations and opportunities.

Gender equality is the goal, while gender neutrality and gender equity are practices and ways of thinking that help in achieving the goal. Gender parity, which is used to measure gender balance in a given situation, can aid in achieving gender equality but is not the goal in and of itself. Gender equality is more than equal representation, it is strongly tied to women's rights, and often requires policy changes. As of 2017, the global movement for gender equality has not incorporated the proposition of genders besides women and men, or gender identities outside of the gender binary.

UNICEF says gender equality "means that women and men, and girls and boys, enjoy the same rights,



resources, opportunities and protections. It does not require that girls and boys, or women and men, be the same, or that they be treated exactly alike.”

On a global scale, achieving gender equality also requires eliminating harmful practices against women and girls, including sex trafficking, wartime sexual violence, and other oppression tactics. UNFPA stated that, “despite many international agreements affirming their human rights, women are still much more likely than men to be poor and illiterate. They have less access to property ownership, credit, training and employment. They are far less likely than men to be politically active and far more likely to be victims of domestic violence.”

As of 2017, gender equality is the fifth of seventeen sustainable development goals of the United Nations. Gender inequality is measured annually by the United Nations Development Programme’s Human Development Reports.

Reduce child mortality

The Issue of Child Abuse

Every year more than 3 million reports of child abuse are made in the United States. It’s a terrible epidemic that we at Childhelp are dedicated to put an end to it. To do this, we need to first increase awareness of the issue itself.

What is child abuse?

Child abuse is when a parent or caregiver, whether through action or failing to act, causes injury, death, emotional harm or risk of serious harm to a child. There are many forms of child maltreatment, including neglect, physical abuse, sexual abuse, exploitation and emotional abuse.

Read through the sections below on the different types of child abuse to learn the signs. If you see these



signs in anyone you know, or are a victim of child abuse, get help right away.

Physical Abuse

Physical abuse of a child is when a parent or caregiver causes any non-accidental physical injury to a child. There are many signs of physical abuse. If you see any of the signs, please get help right away.

Sexual Abuse

Sexual abuse occurs when an adult uses a child for sexual purposes or involves a child in sexual acts. It also includes when a child who is older or more powerful uses another child for sexual gratification or excitement.

Emotional Abuse

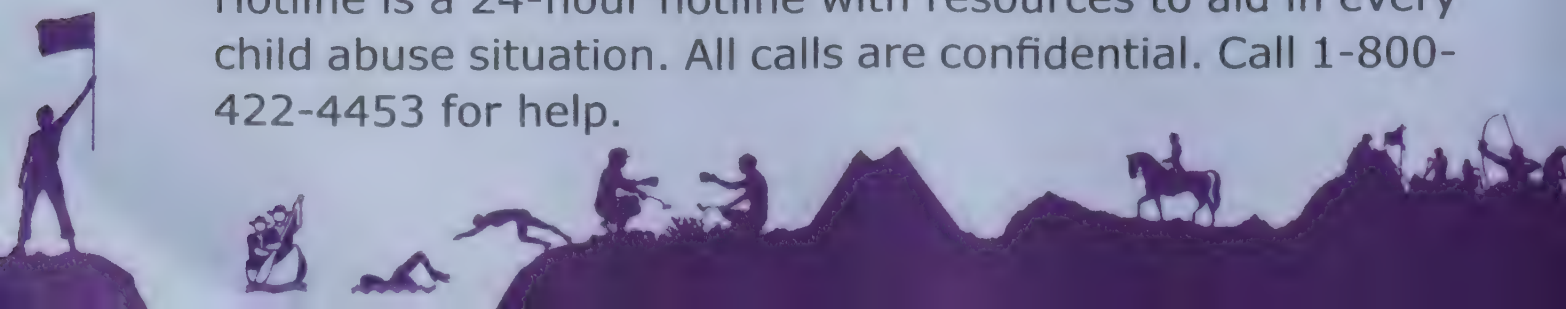
When a parent or caregiver harms a child's mental and social development, or causes severe emotional harm, it is considered emotional abuse. While a single incident may be abuse, most often emotional abuse is a pattern of behavior that causes damage over time.

Child Neglect

Child neglect is when a parent or caregiver does not give the care, supervision, affection and support needed for a child's health, safety and well-being. Child neglect includes:

- Physical neglect and inadequate supervision
- Emotional neglect
- Medical neglect
- Educational neglect

If you see any signs of abuse in someone you know, or if you yourself are involved in an abusive relationship, get help right away. Our Child help National Child Abuse Hotline is a 24-hour hotline with resources to aid in every child abuse situation. All calls are confidential. Call 1-800-422-4453 for help.



CHILD EDUCATION, CHILD HEALTH, CHILD SOCIAL SECURITY AND CHILD LABOUR

Child education:

Education is the fundamental right of every child. Without education, no child can grow and help to develop the nation. What happens when a country of the size of India has over 3 million children living on the streets? Or one out of every six girl child does not live to see her 15th birthday? India having a national policy for compulsory primary education but only 50% of children have access to education.

The statement “Children are the future of the nation” stops making sense, then! In fact, it sounds like an ominous prophecy. For how can we explain that even after 70 years of independence, half of India’s children are illiterates despite identifying primary education as a key thrust area and possessing one of the largest networks of schools in the world?

Clearly, we have a lot to answer for and as concerned citizens do something about it; something meaningful, something concrete, something urgently. No more do we have the luxury of blaming the system or postponing our actions. The time to take collective as well as individual responsibility to remedy the present situation is here. Right now! And also we need many more Smiles to cater to the vast (increasing) number of children in our country’s population.

Collect important points on education and prepare an article so that you can talk on the subject

Child Health: Health is wealth. If health is good, every thing can be managed. What are the important points to be taken care to maintain good health of a child. Points to be collected and talk to be prepared.



Child Social Security:

Parents play a critical role in the success of the Social Security program. The program is designed to ensure continuing income to families when a worker retires, dies or becomes disabled.

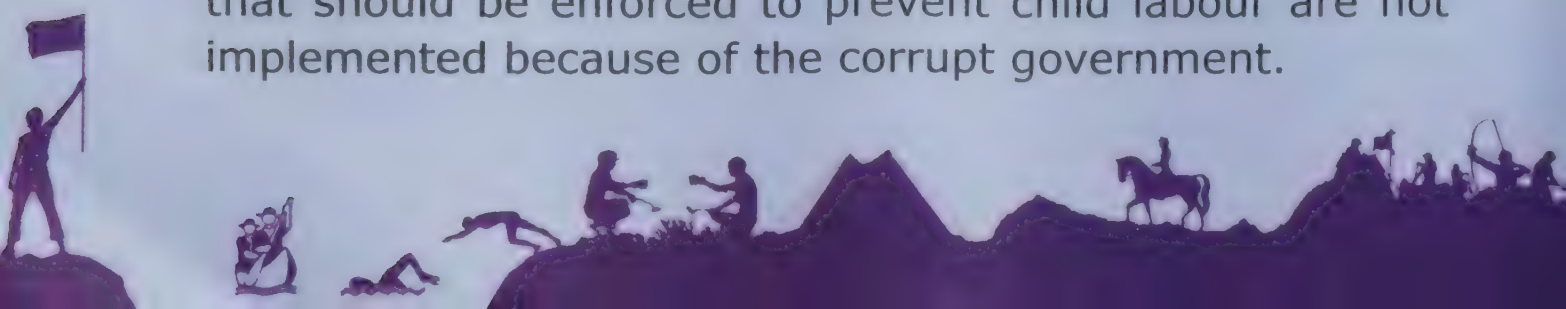
To get the most of Social Security's family protection features, it is important that every parent should be aware of such things as who can get benefits on the Social Security record, how to build Social Security credits over the working life, and how to obtain and use Social Security information in planning family financial security.

Collect the following information to prepare your attractive talk:

- Social Security Numbers For Children
- Popular Baby Names
- Understanding The Benefits
- Benefits For Children
- Benefits For Children With Disabilities
- Apply for Disability Benefits - Child (Under Age 18)
- Supplemental Security Income (SSI) booklet
- Children's Health Insurance Program (CHIP)

Child Labour:

Child labour is the practice of having children engaged in economic activity, on a part- or full-time basis. The practice deprives children of their childhood, and is harmful to their physical and mental(mind) development. Poverty, lack of good schools and the growth of the informal economy are considered to be the key causes of child labour in India. Some other causes of Child Labour in India are cheap wages and accessibility to factories that can produce the maximum amount of goods for the lowest possible price. Corruption in the government of India also plays a major role in child labour because laws that should be enforced to prevent child labour are not implemented because of the corrupt government.



Collect the details of the Laws on Child Labour to prepare your talk

IMPROVE MATERNAL HEALTH

Improving maternal health is key to saving the lives of more than half a million women who die as a result of complications from pregnancy and childbirth each year. Almost all these deaths could be prevented if women in developing countries had access to adequate diets, safe water and sanitation facilities, basic literacy and health services during pregnancy and childbirth. Hunger and malnutrition have been found to increase both the incidence and the fatality rate of the conditions that cause up to 80 percent of maternal deaths.

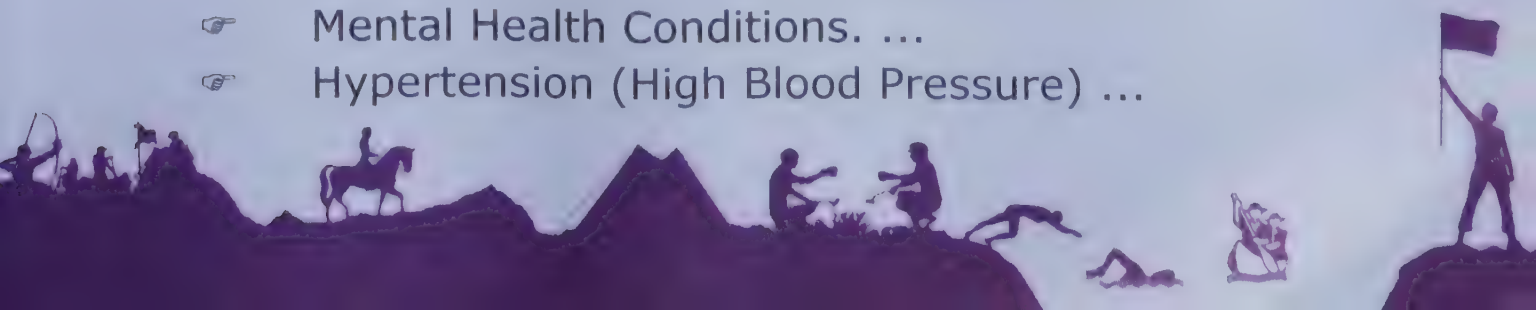
WHO contributes to improving maternal health through efforts to: improve women's access to productive resources and income; improve women's nutritional status; and empower women to obtain better health care, education and social services.

WHO also promotes nutrition awareness among women and girls in rural areas and nutrition education in schools. Heavy workload, combined with poor diet and frequent pregnancies, severely weaken women's health. FAO provides assistance for the introduction of labour-saving technologies for women's tasks in agriculture, food preparation and processing and for more easily accessible water supplies and fuel for cooking.

WHO also promotes home gardens as a means to improve household and maternal nutrition.

The following are some common maternal health conditions or problems a woman may experience during pregnancy—

- ☞ Anemia. ...
- ☞ Urinary Tract Infections (UTI) ...
- ☞ Mental Health Conditions. ...
- ☞ Hypertension (High Blood Pressure) ...



- ☞ Gestational Diabetes Mellitus (GDM) ...
- ☞ Obesity and Weight Gain. ...
- ☞ Hyper emesis Gravid arum.

But there is no need to Guides to learn about these.

What you can do as a Guide

1. Helping in case of emergency obstetric. ...
2. Laying the foundations for good prenatal care. ...
3. Helping prevent mother-to-child transmission of HIV by AIDS awareness programme
4. Getting girls to school by organizing campaign for Girl Education
5. To help pregnant lady to be free of tension.

Combat HIV/AIDS, Malaria & other diseases

MALARIA

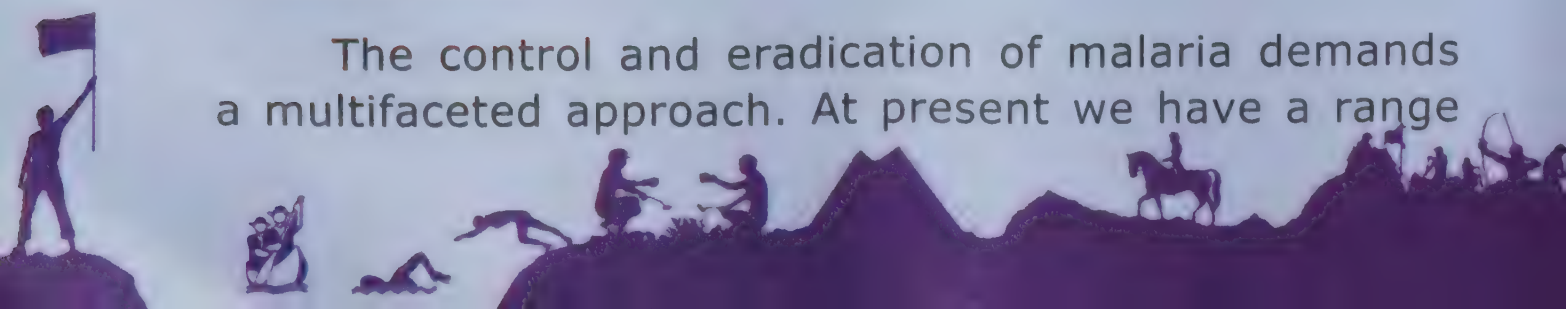
As the malaria parasites enter the blood stream they infect and destroy red blood cells. Destruction of these essential cells leads to fever and flu-like symptoms, such as:

- ❖ chills
- ❖ headache
- ❖ muscle aches
- ❖ tiredness
- ❖ nausea
- ❖ vomiting
- ❖ diarrhoea

These initial symptoms are non-specific: in other words, they are self-reported symptoms that do not indicate a specific disease process.

Treatment

The control and eradication of malaria demands a multifaceted approach. At present we have a range



of good tools, including insecticide spraying and long-lasting insecticide-treated bed nets help to prevent the transmission of the infection via the mosquito vector. But no preventative strategy is 100% effective – there will always be cases that slip through the net. The current WHO-recommended first-line treatment for the majority of malaria cases is artemisinin-based combination therapy (ACT). These medicines, in addition to diagnostics, are available to treat and in some cases prevent malaria.

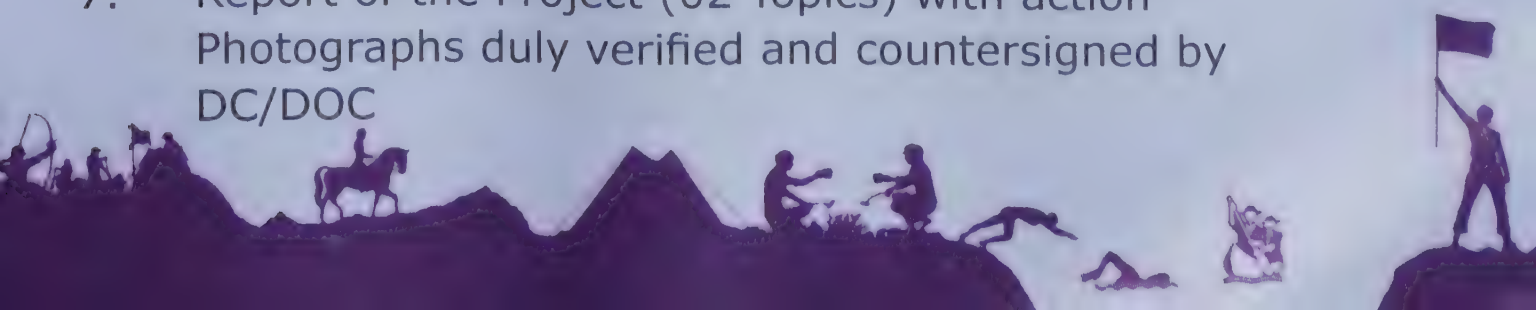
If symptoms are seen, take the patient to the doctor or hospital, get the blood tested and arrange for proper treatment as per doctor's advice.

The best subjects are "Stop The Violence" or "Free Being Me" and run the show. The details of both programmes are available in the respective pamphlets.

Report of the C.D. Project must contain Survey Report, details of the community, no. of days including period, no. of hours spent on each day of the project, methodology used, Human/Finance/Material Resources used, result of the Project.

Note: for C. D. Project report following details must be included in the report.

1. Name of the project (02 Topics).
2. Time duration: - From- to.
3. Approval of COH.
4. Permission from Parents, Head of the Institution and appropriate authority where project is to be undertaken.
5. Permission from DC (G) where project is to be undertaken.
6. Certificate from the appropriate authority where the services are rendered.
7. Report of the Project (02 Topics) with action Photographs duly verified and countersigned by DC/DOC



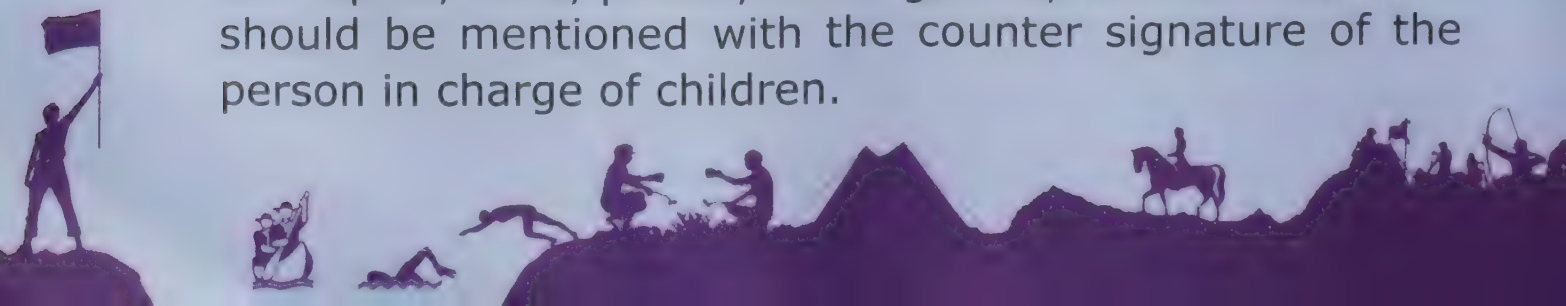
**Work as a Badge Instructor of a flock or a company in the vicinity.
OR Teach games for younger children for fifteen days**

Being a Guide, you must get in touch with any unit nearby having Bulbul Flock or Guide Company to work as a Badge Instructor of that unit. Before starting to work as a Badge Instructor, make sure that the knowledge of the concerned Badge has been gained and the method of teaching that badge is known to you for which your Unit Leader and Training Counselor will help. The permission from the Unit Leader i.e. by your Guide Captain and the other unit must be taken before starting the work. Time for the instructor should be arranged mutually convenient. After finishing, certificate from the concerned Unit Leader should be obtained stating that she worked as a Badge Instructor from _____ to _____ for _____ no. of Bulbuls/Guides.

For Badge Instructor following records are compulsory:

1. Approval of C.O.H.
2. Name of the Badge.
3. Name of the Unit where the activity to be undertaken.
4. Name list of the Bulbuls/Guides beneficiaries of the activity.
5. Appreciation Letter/Certificate from Unit Leader/ Group leader/ Head of the Institution of the beneficiary Unit.
6. Work Report with action Photographs duly verified and countersigned by DC/DOC.

One more option is provided in place of Badge Instructor i.e. Teaching Games for younger children for 15 days. You can teach games to children of local area or any other school. You must be sure that the children are aware about the rules, Do's or Don'ts about the games. In the report, Area, period, list of games, names of children should be mentioned with the counter signature of the person in charge of children.



Under the guidance of the Guide Captain, teach games for younger children for fifteen days.

OR

Show the knowledge of Interior Decoration and Fancy Cooking

1. Approval of COH.
2. Name of the Unit/village where the activity to be undertaken.
3. Name list of the Bulbuls Guides beneficiaries of the activity.
4. Attendance Sheet.
5. Detailed Report with action Photographs duly verified and countersigned by DC/ DOC.

Appreciation Letter/Certificate from Unit Leader/ Group leader/ Head of the institution or Pradhan/Sarpanch of village of the beneficiaries.

You are given option i.e. Show the knowledge of Interior Decoration and Fancy Cooking.

You must be supported by your Guide Captain to provide learning opportunity for the Interior Decoration and Fancy Cooking. If the facilities are not available, you can contact the experts from outside through your Guide Captain or they can be invited to your unit during Company Meeting and thereafter can organize a patrol competition.

If parents are invited, it will boost other Guides also. If any parent can train in the above topics, you can get their help after informing the Guide Captain.



Have knowledge and prepare a Log Book on five World Centres of WAGGGS

Have knowledge and prepare a Log Book on the five world centres of WAGGGS

There are five World Centers of WAGGGS namely:

1. Our Chalet in Switzerland
2. Our Cabana: in Morelos, Mexico
3. Pax Lodge: in London, UK
4. Sangam: in Pune, India
5. Kusafiri: in Africa

To know more about these Centres, you, Guides refer the WAGGGS website i.e. waggggs.org. You could get details about these centers to prepare the Log Book. You will find the history of each Centre with its Logo, song etc. which will be very interesting and informative.



After completing all formalities, please submit the necessary application to the State Headquarters through the Guide Captain who will submit to District Association. When the Rashtrapati Guide Award testing Camp is fixed and announced, prepare yourself with all necessary documents and requisites to attend the testing camp and successfully get qualified. Wish you all the best to get the highest award of the Guide.

NB.: Requirements, Badge uniform etc. may be verified from APRO III to get details updated.

As an Aspirant you entered and now you are a Rashtrapati Guide climbing by the steps of ladder of Guiding and you have achieved. Now all you have learnt should not go waste. Do a Good Turn daily and help other Guides when they need your help.

Once a Guide is always a Guide, you can help your Guide Company in all possible ways.

Dear Guide,

Now you are ready to start the Journey to Rashtrapati Guide climbing by the steps of ladder of Guiding and you have achieved.

Go ahead ! Good Luck

Congratulations

You may also read WAGGGS book published by the Bharat Scouts and Guides.



FORM FILLING

EVERY YEAR RAJYAPURASKAR FORMS TO BE APPLIED AND SUBMITTED TO THE STATE THROUGH DISTRICT IN TIME.

GUIDELINES:

ALL THE RENEWED UNITS WOULD GET THE FOLLOWING INSTRUCTIONS FROM SHQ THROUGH DHQ:

MODEL: RAJYAPURASKAR

(Amount and Dates would differ according to States)

- Registration Forms will be available at SHQ from December of every year.
- Maximum 12 Guides from each Company.
- GC should be at least Advanced Trained.
- GC should sign for her UNIT only.
- Only the UNITS who paid Registration Fees for 2 years up to Current Year will be allowed.
- Registration Forms with DATE OF BIRTH CERTIFICATE only to be submitted at SHQ.
- RECORD OF ACTIVITIES (the other half) should be submitted only at the time of TESTING CAMP.
- ELIGIBILITY :
AGE at CUT OFF COMPLETION of Tritiya Sopan on or BEFORE Sept. of the current year.
- Submission of Registration Forms through DISTRICTS to SHQ

DISTRICT SECRETARY'S JOB:

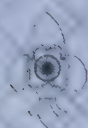
Prepare the consolidation in a PDF only and in EXCEL Format.

Along with the DVD, please submit the Print out to SHQ. after you complete all tests and formalities, it will be informed in Patrol in Council and C.O.H. your name will be included in the list of Guides appearing for Rajya Puraskar



DHQ Serial No.

SHQ Serial No.



THE BHARAT SCOUTS AND GUIDES STATE HEADQUARTERS



Registration Form for State Level Testing Camp for President Guide Certificate

(To be filled by the candidate in her own handwriting in capital letters.
Overwriting/use of fluid will not be accepted)

District _____

1. Name of the Guide _____

2. (A) Father's Name _____

(B) Mother's Name _____

3. Date of Birth _____ Age _____

(Supported by Admit Card/Mark Sheet/Certificate of class X/Secondary Board Examination, attested copy of certificate should be attached)

4. Home Address _____

P.O. _____ District _____ State _____

E-mail ID _____

Aadhaar No. _____

(Attach photocopy of Aadhaar Card)

5. BSG UID No. _____

6. Name and address of Unit _____

_____ District _____

Charter No. _____ Date of Issue _____ Date of Validity _____

Signature of Guide Captain**Signature of Guide**

7. Name of the Guide Captain _____

Guiding Qualification: _____ Certificate No: _____ Date: _____

Warrant No. _____ Date of Issue _____ Date of Validity _____

(Attach photocopy of Certificate/Parchment and Warrant of GC)

Certified that the information given above is correct as per the District / State records

Seal & Signature of District Secretary**Seal & Signature of DOC (Guide)****Date:****Date:****NB:** Information Sheet attached.

For State Headquarters use

Date of Receipt of Application at SHQ _____ Remarks _____

Checked by (Name & Designation) _____ Signature _____

Signature of State Secretary**Signature of SOC (Guide)**

She is qualified in the State Level Testing Camp for President Guide Certificate held at _____ from _____ to _____

The form is recommended for the National Level Examination for President Guide Certificate.

SIGNATURE of SOC(G)

For National Headquarters use

Date of Receipt of Application at RHQ _____ Remarks _____

Checked by (Name & Designation) _____ Signature _____

RHQ Enrolment No. _____**Signature of ROC/Assistant Director**

Date of Birth Certificate

This is to certify that Miss _____

D/o _____ is a student of _____

_____ School/College studying in class _____

in the year _____ Her date of Birth is _____ (in

figures) _____ (in words)

as per her School/College record.

Date _____

(Office Seal)

Signature
Head of the Institution



THE BHARAT SCOUTS AND GUIDES
DISTRICT
INFORMATION SHEET FOR GUIDE
 (to be attached with Registration Form)

NB: To be filled by the Candidate in her own handwriting in Capital letters. Overwriting / use of fluid will not be accepted

1. Name of the District: _____
2. Name of the Guide: _____
3. (A) Father's Name: _____
 (B) Mother's Name: _____
4. Date of Birth: _____
5. Date of (I) Joining the Company _____
 (II) Completion of Pravesh _____
 (III) Investiture _____
 (IV) Completion of Pratham Sopan _____
 (V) Completion of Dwitiya Sopan _____
 (VI) Completion of Tritiya Sopan _____
 (VII) Completion of Rajya Puraskar _____

Rajya Puraskar Testing Camp held at _____ from _____
to _____ Certificate No _____ Date of Issue _____

15 (x) of APRO III (Detail of Proficiency Badges earned for Dwitiya Sopan)

Name of Badge	Date of Passing	Name of the Examiner

16 (10) of APRO III (Details of Proficiency Badges earned for Tritiya Sopan)

Group	Name of Badge	Date of Passing	Name of the Examiner
A			
B			

17 (viii) of APRO III (Details of Proficiency Badges earned for Rajya Puraskar)

Name of Badge	Date of Passing	Name of the Examiner

17 (ix) of APRO III (Details of Proficiency Badges earned for Rajya Puraskar)

Name of Badge	Date of Passing	Name of the Examiner

Details of the work done for President Guide Badge



18 (B) (ii) a of APRO III (Detail of Camping)

Camping Place	Dates		Name of the Leader of the camp
	From	To	

18 (B) (iii) a of APRO III (Detail of Disaster Management Badge)

Date of Passing	Name of the Examiner

18 (B) (iii) b of APRO III (Detail of Ambulance Badge)

Date of Re- Pass	Name of the Examiner

18 (B) (iv) of APRO III (Detail of Proficiency Badge earned for President Guide Award)

Name of Badge	Date of Passing	Name of the Examiner

18-B (v) of APRO III (Details of Sustained Community Development Project)

Name of the Project undertaken	Dates		Service Hrs.
	From	to	
1.			
2.			

18-B (vi) of APRO III (Details of Teaching Games)

Name of Locality	Date		No of Children
	From	To	

Note: List of names of Children with their age and Father's name and a copy of the appreciation letter from Parent / Head of the Institution to be produced with details.

OR

Knowledge of Interior Decoration and Fancy Cooking

Date of Submission of Log Book in COH	
---------------------------------------	--

18-B (vii) of APRO III (Details of World Centres of WAGGGS)

Date of Submission of Log Book in COH	
---------------------------------------	--

Note: All relevant records, Log Books & Certificates should be produced in the testing camp as and when demanded.

Date:

Signature of Guide



Certify that the above information is correct and verified by me.

**Signature of Guide Captain
Date:**

**Seal & Sign. of District Org. Commissioner(G)
Date:**

Information Sheet Checked & Verified

**Seal & Signature of ASOC/SOC(Guide)
Date:**

- Note:**
- 01. All relevant records, Progress Card, Log Books and certificates is to be produced at the time of State Level Testing Camp for President Guide Certificate**
 - 02. Incomplete / Contradictory information is liable to be rejected.**

Photocopy of documents to be attached:-

- 1. Date of Birth Certificate**
- 2. Aadhaar Card**



FLAG PROCEDURE:

(AGC standing 2 paces front of Flag Pole, raises 2 both arms to set the Horse-Shoe formation by Guide Patrols Then AGC says, "COMPANY SAVDHAN", (Company Attention) moves one step left and turns about, and marches 3 steps forward to the place of GC stops, turns about, and says, "COMPANY VISHRAM (Company Stand at ease); "COMPANY SAVDHAN", turns about and GC and AGC simultaneously salute. Then AGC moves one step right side, then both GC and AGC simultaneously 2 steps forward - GC to her place and AGC to the vacant space provided already.

GC says, "COMPANY VISHRAM;

"COMPANY SAVDHAN",

"PRARTHNA SHRU", sing prayer song

"COMPANY VISHRAM;

"AAJ KA SUVICHAR", (Thought for the day) one person comes forward and tells thought for the day and returns to her place

GC says, "COMPANY SAVDHAN", "COLOUR PARTY CHAL DHO"

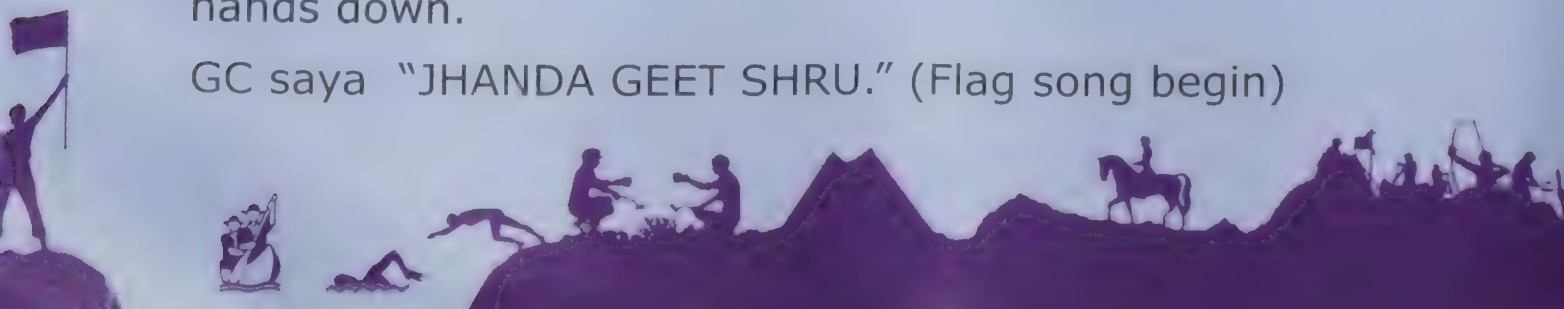
(Color party to the flag).

Giving silent caution Color Party marches towards the flag pole and stops three steps before the Flag Pole. Color bearer takes one step forward and raises her hand to pull the halyard and the flag.

On the caution given by the GC "SALUTE" the members in the horseshoe salute. The color bearer after taking one round of halyard on cleat, takes one step back, joins the color party and all three salute.

GC says, "JAISE THHE" (As you were). All bring their hands down.

GC says "JHANDA GEET SHRU." (Flag song begin)



All sing the flag song. The color party reaches its place, GC says, "COMPANY VISHRAM" "INSPECTION REPORT". Inspection Results would be announced by the Inspection Leader with the Remarks for corrections.

Then AGC gets ready with Pennants to be awarded to the respective patrols. Pennants would be given according to the Scores. After having received the Pennants, they should be kept at the proper position by the PLs in the Left Hand. PLs about turn and Salute and all would give Patrol Cry and Claps, while PLs resume their places.

GC says, "SWASTHAAN". (Fall out).

All will turn right and step right. Make a map by using any one of the methods not done earlier:



COLOUR PARTY

COLOUR PARTY DRESS:

8 FT ALUMINIUM POLE

- Guide Emblem Crest
- National Flag No Crest
- White Slash 10 cm Left Shoulder
- Right Hip
- White Gloves – Anklets.

POSITION" -2

"COLOUR PARTY QUICK MARCH"

- "HALT"
- One pace Back
- "Salute"
- "COLOUR PARTY ABOUT TURN AND REFORM

POSITION" -2 2

- Flag Leaders
Incline 45 Degrees
2 Paces front of
Guards
- National Flag First
- Next BSG Flag
- Leader 4 paces
forward
- "QUICK MARCH".



LOG BOOKS:

1. GENERAL LOG:

Long Size Note Book-1, All subjects from Pravesh to Rashtrapati Award, except Qualifying Badges and Service Activities, First page BIO-DATA, Second page INDEX, Right side Notes, Left side related photos and sketches, Signature of Guide and Guide Captain to be made at the end of every Guide Advancement Stage and C.O.H. resolution copy and Certificate copies to be affixed.

2. QUALIFYING BADGE:

Separate Long Size Note Books for every badge like – COOK, ATHLETE, AMBULANCE, etc., with C.O.H. resolution copy and Certificate signed by the concerned Examiner and D.O.C.(G) copy affixed at the last page.

3. SERVICE ACTIVITIES LOG:

Long Size Note Book-1, All Service Activities from Pravesh to Rashtrapati Award, like Daily Good Turn, etc., First page BIO-DATA, Second page INDEX, Datewise Service done Report Sheet signed by the Service Authorities are mostly encouraged and affixed at the Last page of each Service Activity, C.O.H. copy at START and END of Service Activity pages are to be affixed.

Note: There is no need for separate Log Books as detailed above, if cannot afford to so many Note Books, you maintain everything in One-LOG BOOK. But with all details, with related photographs of your activities and service done and with your fullest efforts of good decorations and actual work done.



WAGGGS 12-6-3 PLANNING CYCLE

The 2022-23 WAGGGS Global Strategy is an integral part of WAGGGS "12-6-3" strategy and planning cycle, designed to improve how the Movement collaborates and aligns across national, regional and global levels.

The core elements of the "12-6-3" cycle are:

- **Compass 2032:** a broad, aspirational 12-year vision for the Girl Guide and Girl Scout Movement. It can be used to set priorities, identify what needs attention, and strengthen our strategies.
- **WAGGGS Global Team Strategy:** a six-year strategy for the WAGGGS Global Team, which identifies the core focus areas that the Global Team, which includes the Regions, will deliver in support of Compass 2032 and to keep Member Organisations united, thriving and growing.
- **Three year rolling action plan:** the activities we will deliver at global and regional levels to implement the WAGGGS Global Team Strategy. The three-year rolling action plan is approved by the World Board.

The regional teams are a key part of the Global Team and play a vital role in delivering WAGGGS' Global Strategy. They are central to WAGGGS' operating model and are where many MOs experience most of their membership services and benefits. Through the WAGGGS Regions. MOs can more easily access WAGGGS opportunities, participate in MO-MO collaboration, and develop stronger connections and working relationships. The regional teams deliver a programme of activities that contribute to the WAGGGS Global Strategy in ways that are tailored to their regional contexts.

The "12-6-3" cycle enables clearer consultation with MOs for input to the Movement's 12-year vision and the WAGGGS Global Team's six-year strategies through the World Conference and Regional Conferences. At the 2022 Regional Conferences. MOs can give input to our six-year strategy, 2024-29. At the World Conference in 2023. MOs will approve the 2024-29 strategy and receive reports on progress against the previous strategy.

OUR NEW VISION IS AN EQUAL WORLD WHERE ALL GIRLS CAN THRIVE.

By 2032, we will be a girl-led Movement where every and any girl feels confident to lead and empowered to create a better world together.

Underpinning our new vision are six Compass Conversations which capture the areas the whole Movement need to be discussing, reflecting on and working on internally so we can truly become a girl-led Movement and best contribute to building an equal world where all girls can thrive. The Compass Conversations are:

**MORE SPACES WHERE
GIRLS FEEL BRAVE**

**INCLUSIVE AND CONNECTED GIRL GUIDE
AND GIRL SCOUT COMMUNITIES**

**AN EMPOWERING ENVIRONMENT
FOR GIRL-LED IMPACT**

**LEADERS TODAY, READY
FOR THE FUTURE**

**REWARDING, ACCESSIBLE ROLES
FOR VOLUNTEERS AND STAFF**

**AGILE ORGANISATIONS WITH
GROWING IMPACT**



Reference Book

SUBJECT	TITLE OF THE LITERATURE
FIRST AID, AMBULANCE	FIRST AID MANNUAL
COMPASS, MAPPING	MAPPING
HISTORY	MILE STONE
MERGER OF ORGANISER	A DREAM CAME TRUE
B.P. LIFE	A LIFE HISTORY OF B.P.
ALL CEREMONIES	CEREMONIES
PROFICIENCY BADGES	ON WEBSITE WWW.BSGINDIA.ORG
KNOTS, LASHING, SPLICES, GADGETS ETC.	PIONEER SCOUTING FOR BOYS
CAMPS, HIKE	CAMPING AND HIKING
GAMES	GAMES GALORE, GAME TIMES
WAGGGS	WAGGGS
CAMPFIRE	CAMPFIRE HAND BOOK
SYLLABUS FOR ADVANCEMENT AND PROFICIENCY BADGES	APRO III



प्रार्थना

दया कर दान भक्ति का, हमें परमात्मा देना।
दया करना हमारी आत्मा में, शुद्धता देना॥
हमारे ध्यान में आओ, प्रभु आँखों में बस जाओ।
अंधेरे दिल में आकर के, परम ज्योति जगा देना॥
बहा दो प्रेम की गंगा, दिलों में प्रेम का सागर।
हमें आपस में मिल जुल कर प्रभु रहना सिखा देना॥
हमारा कर्म हो सेवा, हमारा धर्म हो सेवा।
सदा ईमान हो सेवा व सेवक चर बना देना॥
वतन के वास्ते जीना, वतन के वास्ते मरना।
वतन पर जाँ फिदा करना, प्रभु हमको सिखा देना॥
दया कर दान भक्ति का, हमें परमात्मा देना।
दया करना हमारी आत्मा में, शुद्धता देना॥

झण्डा गीत

भारत स्काउट-गाइड झण्डा ऊँचा सदा रहेगा।
ऊँचा सदा रहेगा झण्डा ऊँचा सदा रहेगा।
नीला रंग गगन सा विस्तृत भ्रातृ-भाव फैलाता।
त्रिदल कमल नित तीन प्रतिज्ञाओं की याद दिलाता।
और चक्र कहता है प्रतिपल, आगे कदम बढ़ेगा।
ऊँचा सदा रहेगा झण्डा ऊँचा सदा रहेगा।
भारत स्काउट/गाइड ऊँचा सदा रहेगा।

SCOUT/GUIDE PRAYER

DAYA KAR DAN BHAKTI KA
HAMEIN PARAMATMA DENA
DAYA KARNA HAMARI ATMA MEIN
SHUDDHATA DENA,
HAMARE DHYAN MEIN AAO PRABHU
ANKHON MEIN BAS JAO
ANDHERE DIL MEIN AAKAR KE PARAM
JYOTI JAGA DENA
BAHA DO PREM KI GANGA DILO ME
PREM KA SAGAR
HAMEN AAPAS ME MILJULKAR
PRABHU REHANA SIKHA DENA
HAMARA KARAM HO SEVA HAMARA
DHARAM HO SEVA
SADA IMAAN HO SEVA WO SEVAK
CHAR BANA DENA
VATAN KE VASTE JEENA,
VATAN KE VASTE MARN
VATAN PAR JAAN FIDA KARNA
PRABHU HUM KO SIKHA DENA
DAYA KAR DAN BHAKTI KA
HAMEIN PARAMATMA DENA
DAYA KARNA HAMARI ATMA MEIN
SHUDDHATA DENA.

FLAG SONG

BHARAT SCOUT GUIDE JHANDA
UNCHA SADA RAHEGA
UNCHA SADA RAHEGA JHANDA
UNCHA SADA RAHEGA
NILA RANG GAGAN SA VISTRIT
BHRATRU BHAV FAILATA,
TRIDAL KAMAL NIT TEEN
PRATIGYAON KI YAD DILATA
AUR CHAKRA KAHTA HAI PRATIPAL
AAGE KADAM BADHEGA
UNCHA SADA RAHEGA JHANDA
UNCHA SADA RAHEGA
BHARAT SCOUT GUIDE JHANDA
UNCHA SADA RAHEGA

HER WORLD HER VOICE

The Bharat Scouts and Guides along with three large-scale charitable organisations working with young people around the world: Generation Unlimited, UNICEF and WAGGGS. With the support from UPS, we aim to make an impact in enhancing the Ranger section through three identified global priority areas, crystallised in the Generation Unlimited (Yuwaah!) strategy: -



Equity: ensuring Rangers from under - represented communities can access support.

Engagement: ensuring the voices of Girls and young women in India are counted and heard, by enrolling over 1 lac U-Reporters in Guide wing.

Empowerment: Enhance the skills of young women through "My Rights and Me" as a Leader learning and advocacy programme to make an impact in their communities.

SHOP ONLINE ON BSG SHOP



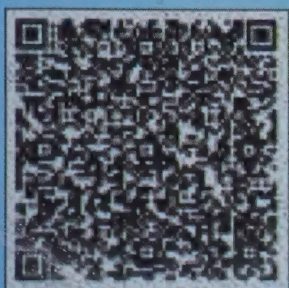
SCAN ME

BSG -DSG SURF SMART 2.0

Is a non-formal education curriculum to support young people to connect safely and positively online. It is a unique resource which will ensure a generation of young members to have the knowledge and skills to protect themselves and others online.



If you want to join the BSG - DSG, Surf Smart 2.0 please write an email to surfsmart@bsgindia.org.



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